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A.A. Degree General Education Requirements

A.A. General Education Requirements

Communications: 6

Communications courses provide students with the opportunity to enhance their ability to communicate effectively and to analyze communication critically.
NWFSC General Education Outcomes:
Demonstrate proficiency in reading, writing and speaking.
Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
Find, evaluate, organize and use information accurately and effectively.
A minimum grade of "C" in each Communications course is required for general education credit.
ENC 1101 - English Composition I 3 Credit Hours ♦ ¶
ENC 1102 - English Composition II 3 Credit Hours ¶

♦

Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶

Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Humanities: 6

The Humanities allow students to explore and reflect critically upon the human condition, demonstrating interpretive ability and cultural literacy.
NWFSC General Education Outcomes:
Demonstrate proficiency in reading, writing and speaking.
Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.
A minimum grade of "C" in each Humanities course is required for general education credit.
Choose one Core Humanities course and one General Humanities course, or
Choose two Core Humanities courses.

Core Humanities

ARH 1000 - Art Appreciation 3 Credit Hours † ♦ ¶
HUM 1020 - Humanities – Introduction 3 Credit Hours † ♦ ¶
MUL 1010 - Music Appreciation 3 Credit Hours † ♦ ¶
PHI 2010 - Introduction to Philosophy 3 Credit Hours † ♦ ¶

THE 2000 - Theatre Appreciation 3 Credit Hours † ♦ ¶

†	Courses listed with this symbol address NWFSC's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

General Humanities

AML 2010 - American Literature: 1492 - 1865 3 Credit Hours ¶
AML 2020 - American Literature: 1865 - Present 3 Credit Hours ¶
ARH 2050 - Art History: Pre-Renaissance 3 Credit Hours † ¶
ARH 2051 - Art History: Renaissance - 18th Century Neo-Classicism 3 Credit Hours † ¶
ARH 2060 - Architecture History 3 Credit Hours † ¶
ARH 2402 - Art History: Modern Art 3 Credit Hours † ¶
ENL 2012A - English Literature: Old English through the Enlightenment 3 Credit Hours ¶
ENL 2022 - English Literature: Romantic Period Through the Present 3 Credit Hours ¶
HUM 2250 - Humanities – A Contemporary Perspective 3 Credit Hours † ¶
HUM 2700 - Humanities – Foreign Study 3 Credit Hours ¶
LIT 2090 - Contemporary Literature 3 Credit Hours ¶
LIT 2100 - World Literature: Antiquity through the Renaissance 3 Credit Hours ¶
LIT 2120 - World Literature: Renaissance through the Present 3 Credit Hours ¶
PHI 2600 - Introduction to Ethics 3 Credit Hours † ¶
REL 2300 - Introduction to World Religions 3 Credit Hours ¶
THE 2071 - Humanities – Cinema Appreciation 3 Credit Hours † ¶
THE 2300 - Dramatic Literature 3 Credit Hours † ¶

†	Courses listed with this symbol address NWFSC's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

¶

Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Mathematics: 6

Mathematics challenge students to develop their ability to determine and apply appropriate mathematical and computational models and methods in problem solving.
NWFSC General Education Outcome:
Understand and apply mathematical and scientific principles and methods.

All Mathematics courses listed below meet Mathematics requirements outlined in FAC Rule 6A-10.030.
A minimum grade of "C" in each Mathematics course is required for general education credit.
Choose one Core Mathematics course and one General Mathematics course, or
Choose two Core Mathematics courses. (Any student who successfully completes a Mathematics course for which one of the general education core course options in Mathematics is an immediate prerequisite shall be considered to have completed the Mathematics core.)

Core Mathematics

MAC 1105 - College Algebra 3 Credit Hours ♦
MAC 2311 - Calculus I 4 Credit Hours ♦
MGF 1106 - Practical Applications of Mathematics 3 Credit Hours ♦
MGF 1107 - Math in Society 3 Credit Hours ♦
STA 2023 - Statistics 3 Credit Hours ♦

♦

Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

General Mathematics

MAC 1114 - Trigonometry 3 Credit Hours
MAC 1140 - Pre-Calculus Algebra 3 Credit Hours
MAC 2233 - Business Calculus 3 Credit Hours
MAC 2312 - Calculus II 4 Credit Hours
MAC 2313 - Calculus III 4 Credit Hours
MAD 2104 - Introduction to Discrete Mathematics 3 Credit Hours
MAP 2302 - Differential Equations 3 Credit Hours
MAS 2103 - Linear Algebra 3 Credit Hours
MTG 2206 - College Geometry 3 Credit Hours

Natural Sciences: 6

Natural Science courses provide the opportunity for students to recognize and comprehend fundamental concepts, principles, and processes about the natural world as they critically examine and evaluate scientific observation, hypothesis, or model construction.

NWFSC General Education Outcomes:
Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
Understand and apply mathematical and scientific principles and methods.
Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.
Choose one Biological Science course and one Physical Science course. At least one course selection must be a Core Natural Science course indicated by the ♦ symbol. (Any student who successfully completes a Science course for which one of the general education core course options in Science is an immediate prerequisite shall be considered to have completed the Science core.)

Biological Sciences

BOT 1010C - Botany 4 Credit Hours
BSC 1005 - General Biology 3 Credit Hours ♦
BSC 1010C - Principles of Biology I 4 Credit Hours ♦
BSC 1011C - Principles of Biology II 4 Credit Hours
BSC 1085C - Anatomy and Physiology I 4 Credit Hours ♦
BSC 1086C - Anatomy and Physiology II 4 Credit Hours
BSC 2020C - Human Structure and Function 4 Credit Hours
ZOO 1010C - Zoology 4 Credit Hours

♦

Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Physical Sciences

AST 1002 - Descriptive Astronomy 3 Credit Hours ♦
AST 1005 - Introduction to Astrobiology 3 Credit Hours
CHM 1020 - Chemical Science 3 Credit Hours ♦
CHM 1032C - General Chemistry for Life Sciences 4 Credit Hours
CHM 1045C - College Chemistry I 4 Credit Hours ♦
CHM 1046C - College Chemistry II 4 Credit Hours
ESC 1000 - Earth Science 3 Credit Hours ♦
EVR 1001C - Environmental Science 4 Credit Hours ♦
GLY 2010C - Principles of Geology I 4 Credit Hours
GLY 2100C - Principles of Geology II 4 Credit Hours
ISC 1003 - Natural Disasters – Causes, Consequences, Human Response 3 Credit Hours
MET 1010C - Introduction to Meteorology 4 Credit Hours
OCE 1001C - Oceanography 4 Credit Hours
PHY 1020 - Physical Science 3 Credit Hours ♦
PHY 1053C - General Physics Without Calculus I 4 Credit Hours ♦
PHY 1054C - General Physics Without Calculus II 4 Credit Hours
PHY 2048C - General Physics With Calculus I 4 Credit Hours ♦
PHY 2049C - General Physics with Calculus II 4 Credit Hours

♦

Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Social Sciences: 6

The Social Sciences allow students to develop their understanding of basic social and behavioral science concepts and principles used in the analysis of past and present, local and global behavioral, social, and cultural issues as they examine these issues from a variety of points of view.
NWFSC General Education Outcomes:
Demonstrate proficiency in reading, writing and speaking.
Find, evaluate, organize and use information accurately and effectively.
Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.

Choose one Behavioral Social Science course and one History/Government Social Science, or choose two History/Government Social Science courses.
At least one course must meet the Civic Literacy Requirement indicated by the Ω symbol

At least one course must be a Core Social Science course indicated by the ♦ symbol.

Behavioral Social Sciences

ANT 2000 - Introduction to Anthropology 3 Credit Hours ♦
ANT 2100 - Introduction to Archaeology 3 Credit Hours
DEP 2004 - Human Growth and Development 3 Credit Hours
ECO 2013 - Economics I 3 Credit Hours ♦
GEA 1000 - World Regional Geography 3 Credit Hours
PSY 2012 - Psychology 3 Credit Hours ♦
SYG 2000 - Sociology 3 Credit Hours ♦

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

History/Government Social Sciences

A minimum grade of "C" in each History/Government Social Science course is required for general education credit.
AMH 2010 - American History I 3 Credit Hours ¶
AMH 2020 - American History II 3 Credit Hours ♦ ¶ Ω
POS 1041 - American Government 3 Credit Hours ♦ ¶ Ω
SYG 2010 - Social Problems 3 Credit Hours ¶
WOH 1012 - World Civilization: Early Humans through Global Expansion 3 Credit Hours ¶
WOH 1022 - World Civilization: The Modern Period and Renaissance to the Present 3 Credit Hours ¶

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω	Courses listed with this symbol meet the Civic Literacy Competency as outlined in section 1007.25(4), Florida Statutes (F.S.).

Additional General Education Credits: 6

Additional General Education Credits should be selected in alignment with a student's choice. Any general education hours over a total of 36 will apply as electives in the A.A. degree. Consult with an academic advisor for assistance.
ASL 1140 - American Sign Language I 4 Credit Hours
BSC 1005L - Biology Lab 1 Credit Hour
CGS 1100 - Microcomputer Applications 3 Credit Hours
CHI 1120 - Mandarin Chinese I 4 Credit Hours
ENG 1001 - Research Papers 1 Credit Hour
FRE 1120 - French I 4 Credit Hours
HLP 1081 - Wellness: Practice and Theory 3 Credit Hours
HUN 2201 - Nutrition 3 Credit Hours
LIS 1001 - Library Skills 1 Credit Hour
LIS 2004 - Introduction to Internet Research 1 Credit Hour
SLS 1101 - College Success 3 Credit Hours
SLS 2505 - Critical Thinking 3 Credit Hours
SPC 1006 - Essentials of Speech 1 Credit Hour †
SPC 1608 - Public Speaking 3 Credit Hours † (students transferring to FSU are advised to take SPC 1608)
SPC 2300 - Interpersonal Communication 3 Credit Hours †
SPN 1120 - Spanish I 4 Credit Hours
___ ____ - Any A.A. General Education Communications, Mathematics, Humanities, Natural Science, or Social Science course

†	Courses listed with this symbol address NWFSC's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

Total A.A. General Education Credits Required: 36

Footnote Legend

Symbol	Description

♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
†	Courses listed with this symbol address NWFSC's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω	Courses listed with this symbol meet the Civic Literacy Competency as outlined in section 1007.25(4), Florida Statutes (F.S.).

A.A. Degree Checklist:

Have you completed a minimum of 60 credit hours in the following areas?
36 Hours of General Education
6 hours in Communications ("C" or better)
6 hours in Mathematics ("C" or better)
6 hours in Humanities ("C" or better)
6 hours in Natural Science
6 hours in Social Sciences ("C" or better in History/Government Social Science category)
6 hours in Additional General Education Credits if needed
24 hours of college credit A.A. transferable electives
Have you completed 25% of the Overall Number of Credits Required for your Degree at NWFSC?
Have you completed the foreign language requirement?
Have you met the minimum 2.0 institutional cumulative GPA requirements for the A.A.?
Have you met the Civic Literacy Competency (FAC Rule 6A-10.02413) requirement for the A.A.?

A.A.S. Degree General Education Requirements

All A.A.S. degree programs at NWFSC require a minimum of 18 college credits in general education. Unless otherwise specified in the program requirements, students must complete one course from each of the following categories to meet general education requirements.

To assure that graduates of the state university and state college systems share a common base of General Education requirements, the State of Florida has designated general education core course options (designated with ♦) in each of five areas of study—Communication, Humanities, Mathematics, Natural Sciences, and Social Sciences. The A.A.S. degree programs provide flexibility for entering the job market or continuing education. Students who take general education courses are guaranteed transfer of those courses when continuing their education within the Florida College and University System.

NWFSC has embedded the core competencies of speaking, writing, and civic literacy in the A.A., A.S., and A.A.S. programs of study; by program design, all A.A. and A.S. graduates take courses that allow them to demonstrate their abilities in these important life skills.

Communications: 3

Communications courses provide students with the opportunity to enhance their ability to communicate effectively and to analyze communication critically.
NWFSC General Education Outcomes:
1 - Demonstrate proficiency in reading, writing and speaking.
2 - Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
4 - Find, evaluate, organize and use information accurately and effectively.
A minimum grade of "C" in each Communications course is required for general education credit.
ENC 1101 - English Composition I 3 Credit Hours ♦ ¶

Symbol	Description
♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Humanities: 3

The Humanities allow students to explore and reflect critically upon the human condition, demonstrating interpretive ability and cultural literacy.
NWFSC General Education Outcomes:
1 - Demonstrate proficiency in reading, writing and speaking.
2 - Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
5 - Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.
A minimum grade of "C" in each Communications course is required for general education credit.
ARH 1000 - Art Appreciation 3 Credit Hours † ♦ ¶
HUM 1020 - Humanities – Introduction 3 Credit Hours † ♦ ¶
MUL 1010 - Music Appreciation 3 Credit Hours † ♦ ¶
PHI 2010 - Introduction to Philosophy 3 Credit Hours † ♦ ¶
THE 2000 - Theatre Appreciation 3 Credit Hours † ♦ ¶

Symbol	Description

♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
†	Courses listed with this symbol address NWFSC's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Mathematics: 3

Mathematics challenge students to develop their ability to determine and apply appropriate mathematical and computational models and methods in problem solving.
NWFSC General Education Outcome:
3. Understand and apply mathematical and scientific principles and methods.

All Mathematics courses listed below meet Mathematics requirements outlined in FAC Rule 6A-10.030.
A minimum grade of "C" in Mathematics courses is required for general education credit.
MAC 1105 - College Algebra 3 Credit Hours ♦
MAC 2311 - Calculus I 4 Credit Hours ♦
MGF 1106 - Practical Applications of Mathematics 3 Credit Hours ♦
MGF 1107 - Math in Society 3 Credit Hours ♦
STA 2023 - Statistics 3 Credit Hours ♦
___ ____ - Any other AA General Education Mathematics course

Symbol	Description
♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Natural Sciences: 3

Natural Science courses provide the opportunity for students to recognize and comprehend fundamental concepts, principles, and

processes about the natural world as they critically examine and evaluate scientific observation, hypothesis, or model construction.
NWFSC General Education Outcomes:
2 - Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
3 - Understand and apply mathematical and scientific principles and methods.
5 - Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.

AST 1002 - Descriptive Astronomy 3 Credit Hours ♦
BSC 1005 - General Biology 3 Credit Hours ♦
BSC 1010C - Principles of Biology I 4 Credit Hours ♦
CHM 1020 - Chemical Science 3 Credit Hours ♦
CHM 1045C - College Chemistry I 4 Credit Hours ♦
ESC 1000 - Earth Science 3 Credit Hours ♦
EVR 1001C - Environmental Science 4 Credit Hours ♦
PHY 1020 - Physical Science 3 Credit Hours ♦
PHY 1053C - General Physics Without Calculus I 4 Credit Hours ♦
PHY 2048C - General Physics With Calculus I 4 Credit Hours ♦

Symbol	Description
♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Social Sciences: 3

The Social Sciences allow students to develop their understanding of basic social and behavioral science concepts and principles used in the analysis of past and present, local and global behavioral, social, and cultural issues as they examine these issues from a variety of points of view.
NWFSC General Education Outcomes:
1 - Demonstrate proficiency in reading, writing and speaking.
4 - Find, evaluate, organize and use information accurately and effectively.
5 - Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.
AMH 2020 - American History II 3 Credit Hours ♦ ¶ Ω
POS 1041 - American Government 3 Credit Hours ♦ ¶ Ω

Symbol	Description
♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω	Courses listed with this symbol meet the Civic Literacy Competency as outlined in section 1007.25(4), Florida Statutes (F.S.).

Additional General Education Credits: 3

♦	Core General Education
†	Speaking-Across-the-Curriculum

ASL 1140 - American Sign Language I 4 Credit Hours
BSC 1005L - Biology Lab 1 Credit Hour
CGS 1100 - Microcomputer Applications 3 Credit Hours
CHI 1120 - Mandarin Chinese I 4 Credit Hours
ENG 1001 - Research Papers 1 Credit Hour
FRE 1120 - French I 4 Credit Hours
HLP 1081 - Wellness: Practice and Theory 3 Credit Hours
HUN 2201 - Nutrition 3 Credit Hours
LIS 1001 - Library Skills 1 Credit Hour
LIS 2004 - Introduction to Internet Research 1 Credit Hour
SLS 1101 - College Success 3 Credit Hours
SLS 2505 - Critical Thinking 3 Credit Hours
SPC 1006 - Essentials of Speech 1 Credit Hour †
SPC 1608 - Public Speaking 3 Credit Hours †
SPC 2300 - Interpersonal Communication 3 Credit Hours †
SPN 1120 - Spanish I 4 Credit Hours
___ ____ - Any other AA General Education course

Total AAS General Education Credits Required: 18

Footnote Legend

Symbol	Description
♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

†	Courses listed with this symbol address NWF State College's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω	Courses listed with this symbol meet the Civic Literacy Competency as outlined in section 1007.25(4), Florida Statutes (F.S.).

AAS Degree Checklist:

Have you completed a minimum of 18 credit hours in the following areas?
3 hours in Communications core course – ("C" or better)
3 hours in Humanities core course – ("C" or better)
3 hours in Social Sciences core course
3 hours in Mathematics core course – ("C" or better)
3 hours in Natural Sciences core course
3 Additional hours in General Education Credits
Have you completed the required Core and Technical Elective course work for your A.A.S. degree?
Have you completed 25% of the Overall Number of Credits Required for your A.A.S Degree at NWFSC?
Have you met the minimum 2.0 instituitional cumulative GPA requirements for the A.A.S.?
Have you met the Civic Literacy Competency requirement (completed the course and passed the assessment)?

A.S. Degree General Education Requirements

All A.S. degree programs at NWFSC require a minimum of 18 college credits in general education. Unless otherwise specified in the program requirements, students must complete one course from each of the following categories to meet general education requirements.
To assure that graduates of the state university and state college systems share a common base of General Education requirements, the State of Florida has designated general education core course options (designated with ♦) in each of five areas of study—Communication, Humanities, Mathematics, Natural Sciences, and Social Sciences. The A.S. degree programs provide flexibility for entering the job market or continuing education. Students who take general education courses are guaranteed transfer of those courses when continuing their education within the Florida College and University System.
NWFSC has embedded the core competencies of speaking, writing, and civic literacy in both the A.A. and A.S. programs of study; by program design, all A.A. and A.S. graduates take courses that allow them to demonstrate their abilities in these important life skills.

Communications: 3

Communications courses provide students with the opportunity to enhance their ability to communicate effectively and to analyze communication critically.
NWFSC General Education Outcomes:
1 - Demonstrate proficiency in reading, writing and speaking.
2 - Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
3 - Find, evaluate, organize and use information accurately and effectively.
A minimum grade of "C" in each Communications course is required for general education credit.
ENC 1101 - English Composition I 3 Credit Hours ♦ ¶

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Humanities: 3

The Humanities allow students to explore and reflect critically upon the human condition, demonstrating interpretive ability and cultural literacy.
NWFSC General Education Outcomes:
1 - Demonstrate proficiency in reading, writing and speaking.
2 - Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
5 - Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.
A minimum grade of "C" in Humanities courses is required for general education credit.
ARH 1000 - Art Appreciation 3 Credit Hours † ♦ ¶
HUM 1020 - Humanities – Introduction 3 Credit Hours † ♦ ¶
MUL 1010 - Music Appreciation 3 Credit Hours † ♦ ¶
PHI 2010 - Introduction to Philosophy 3 Credit Hours † ♦ ¶
THE 2000 - Theatre Appreciation 3 Credit Hours † ♦ ¶

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

†	Courses listed with this symbol address NWF State College's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Mathematics: 3

Mathematics challenge students to develop their ability to determine and apply appropriate mathematical and computational models and methods in problem solving.
NWFSC General Education Outcome:
3 - Understand and apply mathematical and scientific principles and methods.
All Mathematics courses listed below meet Mathematics requirements outlined in FAC Rule 6A-10.030.
A minimum grade of "C" in Mathematics courses is required for general education credit.
MAC 1105 - College Algebra 3 Credit Hours ♦
MAC 2311 - Calculus I 4 Credit Hours ♦
MGF 1106 - Practical Applications of Mathematics 3 Credit Hours ♦
MGF 1107 - Math in Society 3 Credit Hours ♦
STA 2023 - Statistics 3 Credit Hours ♦

♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Natural Sciences: 3

Natural Science courses provide the opportunity for students to recognize and comprehend fundamental concepts, principles, and processes about the natural world as they critically examine and evaluate scientific observation, hypothesis, or model construction.
NWFSC General Education Outcomes:
2 - Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
3 - Understand and apply mathematical and scientific principles and methods.
3 - Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.
AST 1002 - Descriptive Astronomy 3 Credit Hours ♦
BSC 1005 - General Biology 3 Credit Hours ♦
BSC 1010C - Principles of Biology I 4 Credit Hours ♦
BSC 1085C - Anatomy and Physiology I 4 Credit Hours ♦
CHM 1020 - Chemical Science 3 Credit Hours ♦

CHM 1045C - College Chemistry I 4 Credit Hours ♦
ESC 1000 - Earth Science 3 Credit Hours ♦
EVR 1001C - Environmental Science 4 Credit Hours ♦
PHY 1020 - Physical Science 3 Credit Hours ♦
PHY 1053C - General Physics Without Calculus I 4 Credit Hours ♦
PHY 2048C - General Physics With Calculus I 4 Credit Hours ♦

♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Social Sciences: 3

The Social Sciences allow students to develop their understanding of basic social and behavioral science concepts and principles used in the analysis of past and present, local and global behavioral, social, and cultural issues as they examine these issues from a variety of points of view.
NWFSC General Education Outcomes:
1 - Demonstrate proficiency in reading, writing and speaking.
4 - Find, evaluate, organize and use information accurately and effectively.
5 - Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.
A minimum grade of "C" in courses with the ¶ symbol is required for general education credit.
AMH 2020 - American History II 3 Credit Hours ♦ ¶ Ω
ANT 2000 - Introduction to Anthropology 3 Credit Hours ♦
ECO 2013 - Economics I 3 Credit Hours ♦
POS 1041 - American Government 3 Credit Hours ♦ ¶ Ω
PSY 2012 - Psychology 3 Credit Hours ♦
SYG 2000 - Sociology 3 Credit Hours ♦

♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω	Courses listed with this symbol meet the Civic Literacy Competency as outlined in section 1007.25(4), Florida Statutes (F.S.).

Additional General Education Credits: 3

ASL 1140 - American Sign Language I 4 Credit Hours
BSC 1005L - Biology Lab 1 Credit Hour
CGS 1100 - Microcomputer Applications 3 Credit Hours
CHI 1120 - Mandarin Chinese I 4 Credit Hours
ENG 1001 - Research Papers 1 Credit Hour
FRE 1120 - French I 4 Credit Hours
HLP 1081 - Wellness: Practice and Theory 3 Credit Hours
HUN 2201 - Nutrition 3 Credit Hours
LIS 1001 - Library Skills 1 Credit Hour
LIS 2004 - Introduction to Internet Research 1 Credit Hour
SLS 1101 - College Success 3 Credit Hours
SLS 2505 - Critical Thinking 3 Credit Hours
SPC 1006 - Essentials of Speech 1 Credit Hour †
SPC 1608 - Public Speaking 3 Credit Hours †
SPC 2300 - Interpersonal Communication 3 Credit Hours †
SPN 1120 - Spanish I 4 Credit Hours
___ ____ - Any other AA General Education course

†	Courses listed with this symbol address NWF State College's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

Total AS General Education Credits Required: 18

Footnote Legend

Symbol	Description
♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
†	Courses listed with this symbol address NWF State College's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω	Courses listed with this symbol meet the Civic Literacy Competency as outlined in section 1007.25(4), Florida Statutes (F.S.).

AS Degree Checklist:

Have you completed a minimum of 18 credit hours in the following areas?
3 hours in Communications core course – ("C" or better)
3 hours in Humanities core course – ("C" or better)
3 hours in Social Sciences core course ("C" or better)
3 hours in Mathematics core course – ("C" or better)
3 hours in Natural Sciences core course ("C" or better)
3 Additional hours in General Education Credits
Have you met the Civic Literacy Competency (completed the course and passed the assessment)?
Have you completed the required Core and Technical Elective (if applicable) course work for your AS degree?
Have you completed at least 25% of the total number of credits for your AS degree at NWFSC?
Have you met the minimum 2.0 institutional cumulative GPA requirements for the AS?

About NWFSC

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College and Program Accreditation

Southern Association of Colleges and Schools Commission on Colleges
Elementary Education (B.S.)
Emergency Medical Technician (CCC)
Firefighter I/II (CCP)
Law Enforcement (CCP)
Medical Laboratory Technology (A.S.)
Nursing (A.S.N.)
Nursing (B.S.N.)
Paramedic (CCC)
Physical Therapist Assistant (A.S.)
Radiography (A.S.)
Welding Technology (CCP)

College Accreditation

Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)

Northwest Florida State College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate and baccalaureate degrees. Degree-granting institutions may also offer credentials such as certificates and diplomas at approved degree levels. Questions about the accreditation of Northwest Florida State College may be to SACSCOC by using the contact information below.
Contact SACSCOC:
1866 Southern Lane
Decatur, GA 30033-4097
(404) 679-4500
www.sacscoc.org

Program Accreditations

Elementary Education (B.S.)

NWFSC is approved by the Florida Department of Education to offer the Bachelor of Science in Elementary Education with ESOL/Reading Endorsement, which leads to state certification in teacher education.
Contact FLDOE:
http://www.fldoe.org/teaching/preparation/initial-teacher-preparation-programs/

Emergency Medical Technician (CCC)

The EMT program is certified by the Florida Department of Health.
Contact FLDOH:
(850) 245-4910
http://www.floridahealth.gov/licensing-and-regulation/emt-paramedics/index.html.

Firefighter I/II (CCP)

The Firefighter I/II program is certified by the Florida Bureau of Fire Standards and Training.
Contact Florida Bureau of Fire Standards and Training:
(352) 369-2800
https://www.myfloridacfo.com/division/sfm/bfst/

Law Enforcement (CCP)

The following NWFSC instructional programs are certified by the Florida Criminal Justice Standards and Training Commission (CJSTC) through the Florida Department of Law Enforcement (FDLE).
Law Enforcement Officer Basic (CCP)
Correctional Officer Basic (CCP)
Contact CJSTC:
(850) 410-7000
https://www.fdle.state.fl.us/CJSTC/Commission.aspx

Medical Laboratory Technology (A.S.)

The Medical Laboratory Technology program at NWFSC is currently seeking accreditation through the National Accrediting Agency for Clinical Laboratory Science (NAACLS).
Graduation from a medical laboratory technology program accredited by the National Accrediting Agency for Clinical Laboratory Science is necessary for eligibility to sit for all national certification exams and for Florida licensure.

Submission of an accreditation application does not assure that the program will be granted accreditation status. In order to be considered for accreditation, the first cohort of students must fully complete the two year program. This cohort will be allowed to sit for certification exams when the college achieves NAACLS serious candidate status prior to their graduation.
Contact NAACLS:
https://www.naacls.org/about.aspx

Nursing (A.S.N.)

The A.S. Nursing program at NWFSC is accredited by the Accreditation Commission for Education in Nursing (ACEN).
Contact ACEN:
3390 Peachtree Road NE, Suite 1400
Atlanta, GA 30326
(404) 975-5000
http://www.acenursing.com/accreditedprograms/programsearch.htm

Nursing (B.S.N.)

The baccalaureate Nursing program is accredited by the Commission on Collegiate Nursing Education (CCNE).
Contact CCNE:
(202) 887-6791
http://www.ccneaccreditation.org

Paramedic (CCC)

The NWFSC Paramedic program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP). The Paramedic program is certified by the Florida Department of Health.

Contact CAAHEP:	Contact CoAEMSP:	Contact FLDOH:
1361 Park Street	8301 Lakeview Parkway, Suite 111-312	(850) 245-4910
Clearwater, FL 33756	Rowlett, TX 75088	http://www.floridahealth.gov/licensing-and-regulation/emt-paramedics/index.html
(727) 210-2350	(214) 703-8445	http://www.caahep.org

Physical Therapist Assistant (A.S.)

The Physical Therapist program at NWFSC is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE). If needing to contact the program/institution directly, please call (850) 863-6511 or email pta@nwfsc.edu.
Contact CAPTE:
3030 Potomac Avenue, Suite 100
Alexandria, VA 22305-3085
(703)-706-3245
accreditation@apta.org
http://www.capteonline.org

Radiography (A.S.)

The Radiography program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT).
Contact JRCERT:
20 N. Wacker Drive, Suite 2850
Chicago, IL 60606-3182
(312) 704-5300
mail@jrcert.org
http://www.jrcert.org

Welding Technology (CCP)

The Welding Technology program is accredited by the National Center for Construction Education and Research (NCCER). As the accrediting body for the industry, NCCER establishes the benchmark for quality training and assessments.
Contact NCCER:
13614 Progress Boulevard
Alachua, FL 32615
(888) 622-3720
https://www.nccer.org/

Board of Trustees

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College Campuses and Centers

Chautauqua Center	**South Walton Center**	**Fort Walton Beach Campus**	**Niceville Campus**	**Robert L. F. Sikes Education Center**	**Aviation Center of Excellence**	**Hurlbert Field Education Center**

Campus Maps

See the Campus Maps page on our website for more information.

College Locations

Niceville Campus

100 College Blvd. East, Niceville, FL 32578

(850) 863-6500

Chautauqua Center, DeFuniak Springs

908 U.S. Highway 90 West, DeFuniak Springs, FL 32433

(850) 200-4141 or (850) 689-7911

Hurlburt Field Education Center

Education Services Building 90220, 221 Lukasik Avenue, Hurlburt Field, FL 32544

(850) 200-4160 or (850) 267-2888

Aviation Center of Excellence (Bob Sikes Airport)

(850) 678-5111

Fort Walton Beach Campus

1170 Martin Luther King Jr. Blvd., Fort Walton Beach, FL 32547

(850) 200-4100 or (850) 892-8100

Robert L. F. Sikes Education Center, Crestview

805 E. James Lee Blvd., (U.S. Hwy. 90), Crestview, FL 32539

(850) 200-4190 or (850) 884-6296

South Walton Center

109 Greenway Trail (off Hwy. 331 South), Santa Rosa Beach, FL 32459

(850) 200-4184

Contact NWFSC

Raider Central
Admissions, Records, Registration, Academic Advising, Financial Aid
(850) 502-2895
studentsuccess@nwfsc.edu

Business Office
Student Accounts and Billing
(850) 729-5385
businessoffice@nwfsc.edu

IT Help Desk
(850) 729-5396
support@nwfsc.edu

Academic Departmental Offices

Advanced Technology and Applied Science	**(850) 729-5369**
Aviation	**(850) 200-4184**
Business	**(850) 729-6150**
Collegiate High School	**(850) 729-4949**
Cybersecurity & Information Technology	**(850) 200-4184**
English/Communications, and Social Sciences	**(850) 729-5390**
Hospitality & Tourism Management & Culinary Programs	**(850) 729-5369**
Humanities, Fine & Performing Arts	**(850) 729-6123**
Mathematics, Natural Sciences, Physical Education & Wellness	**(850) 729-5376**
Medical Laboratory Technology	**(850) 863-6521**
Nursing (A.S.)	**(850) 729-6400**
Nursing (R.N. to B.S.N.)	**(850) 729-6400**
Physical Therapist Assistant	**(850) 863-6511**
Public Safety	**(850) 729-5378**
Radiography	**(850) 729-5520**
Teacher Education	**(850) 729-6440**
Welding Technology	**(850) 729-5369**

To reach a department not listed above, please use the Employee Directory located here.

NOTICE OF EQUAL ACCESS/EQUAL OPPORTINITY AND NONDISCRIMINATION

Northwest Florida State College does not discriminate based on age, color, ethnicity, race, national origin, disability, marital status, pregnancy, religion, genetic information, sex, gender, or any other legally protected classification in its employment practices or its educational programs or activities. If you have questions regarding the College's nondiscrimination policy or a complaint regarding harassment or discrimination, please contact:

Roberta Mackey Executive Director of Human Resources 100 College Blvd. East, Niceville, FL 32578 Building 310 Phone: (850) 729-5337 Email: mackeyr@nwfsc.edu

TITLE IX

Title IX of the Education Amendments of 1972 (20 U.S.C. §§ 1681, et seq.) and its implementing regulations (34 C.F.R. part 106) prohibit and are designed to eliminate discrimination on the basis of sex in education programs or activities that receive federal financial assistance. The requirement not to discriminate in education programs or activities extends to admission and employment Discrimination on the basis of sex includes, but is not limited to, sex-based harassment that is sufficiently serious to deny or limit an

individual's ability to participate in or benefit from the program at issue. Examples of sex-based harassment include sexual harassment, sexual violence, and gender-based harassment. Northwest Florida State College complies with all aspects of Title IX and other federal and state laws regarding non-discrimination.
If you have questions regarding compliance with Title IX or if you have a complaint regarding sexual harassment or sexual violence, please contact the College's Title IX Coordinator:

Jessica Holley-Guiles HR Specialist, Title IX Coordinator 100 College Blvd. East, Niceville, FL 32578 Building 310 Phone: (850) 729-5365 Email: holleyj4@nwfsc.edu

Academic Calendar

Fall Semester 2023
Spring Semester 2024
Summer Semester 2024

Fall Semester 2023 (202410)

Session 1 (Full Term)	Session 2 (1st Half of Term)	Session 3 (2nd Half of Term)	Session 4 (12 Week Session)
Registration - Current Students	Apr 3	Registration - Open Enrollment (New, Dual, and Readmitted)	Apr 10
Financial aid (FAFSA) priority1 deadline	Jul 1	Financial Aid disbursement date	Sep 27
Oct 16	Sep 27	VA deferment date	Oct 20
Oct 1	Oct 20	Oct 20	Tuition Payment Plan (NelNet) Enrollment Period
Jul 5 - Sep 11	Tuition Payment Deadlines (Due by 6AM2)	Aug 8, 29	Oct 24
Sep 26	Financial Aid Book Sales at College Store	Jul 11 - Sep 5	Jul 11 - Oct 20
Jul 11 - Sep 5	Admissions priority1 deadline	Jul 1	Deadline to submit documentation to qualify for in-state residency3
Aug 20	Oct 15	Sep 17	Deadline to Enroll in Class Wait List
Aug 27	Oct 22	Sep 24	First Day of Classes

Aug 21	Oct 16	Sep 18	Schedule Adjustment(Drop/Add) Period
Aug 21 - 28	Oct 16 - Oct 23	Sep 18 - 25	Midterm grades posted3
Oct 18	N/A	Last Day to Withdraw or Change to Audit	Nov 6
Sep 27	Nov 21	Nov 14	Last Day of Classes
Dec 7	Oct 11	Dec 7	Final Exams
Dec 8 - 14	Last Day of Classes	Commencement	Dec 15
Last Day of Term for Students	Dec 14	Oct 11	Dec 14
Final grades posted5	Dec 15	Oct 12	Dec 15
Holidays (College Closed) - Fall 2023	Sep 4	Labor Day	Nov 10
Veterans' Day	Nov 22 - 24	Thanksgiving Break	Dec 19 - Jan 1
Winter Holiday Break	Last Day of Term for Staff	Dec 18	Faculty return to campus
Aug 15	Last day of term for Faculty	Dec 15	Oct 12

Spring Semester 2024 (202420)

Session 1 (Full Term)	Session 2 (1st Half of Term)	Session 3 (2nd Half of Term)	Session 4 (12 Week Session)
Registration - Current Students	Nov 6	Registration - Open Enrollment (New, Dual, and Readmitted)	Nov 13
Financial aid (FAFSA) priority1 deadline	Nov 1	Financial aid disbursement date	Feb 10
Mar 4	Feb 19	VA deferment date	Mar 11
Feb 19	Mar 11	Tuition Payment Plan (NelNet) Enrollment Period	Nov 6 - Jan 10

Tuition Payment Deadlines (Due by 6AM2)	Dec 12, Jan 18	Mar 12	Feb 13
Financial Aid Book Sales at College Store	Dec 6 - Jan 26	Dec 6 - Mar 13	Dec 6 - Jan 26
Admissions priority1 deadline	Nov 1	Deadline to submit documentation to qualify for in-state residency3	Jan 9
Mar 3	Feb 4	Deadline to Enroll in Class Wait List	Jan 16
Mar 10	Feb 11	First Day of Classes	Jan 10
Mar 4	Feb 5	Schedule Adjustment (Drop/Add) Period	Jan 10 - Jan 17
Mar 4 - 11	Feb 5 - 12	Midterm grades posted3	Mar 6
N/A	Last Day to Withdraw or Change to Audit	Mar 29	Feb 15
Apr 12	Apr 5	Last Day of Classes	Apr 30
Feb 29	Apr 30	Final Exams	May 1 - 7
Last Day of Classes	Commencement	May 4	Last Day of Term for Students
May 7	Feb 29	May 7	Final grades posted5
May 8	Mar 1	May 8	Holidays (College Closed) - Spring 2024
Jan 15	Martin Luther King Jr. Day	Mar 18 - Mar 22	Spring Break
NWF Staff return to campus	Jan 2	Faculty return to campus	Jan 8
Last day of term for Faculty	May 8	Mar 1	May 8

Summer Semester 2024 (202430)

Session 1 (Full Term)	Session 2 (1st Half of Term)	Session 3 (2nd Half of Term)	Session 4 (8 week session)
Registration - Current Students	Apr 8	Registration - Open Enrollment (New, Dual, and Readmitted)	Apr 15
Financial aid (FAFSA) priority1 deadline	Apr 1	Financial Aid disbursement date	Jun 24
VA deferment date	Jul 14	Jun 15	Jul 14
Tuition Payment Plan (NelNet) Enrollment Period	Apr 8 - Jun 10	Tuition Payment Deadlines (Due by 6AM2)	May 1, 23
Jul 8	Jun 21	Financial Aid Book Sales at College Store	Apr 27 - Jun 5
Apr 27 - Jul 13	Apr 27 - Jun 5	Admissions priority1 deadline	Apr 1
Deadline to submit documentation to qualify for in-state residency3	May 14	Jun 26	Jun 12
Deadline to Enroll in Class Wait List	May 21	Jul 4	Jun 19
First Day of Classes	May 15	Jun 27	Jun 13
Schedule Adjustment (Drop/Add) Period	May 15 - May 22	Jun 27 - Jul 5	Jun 13 - Jun 20
Last Day to Withdraw or Change to Audit	Jul 15	Jun 14	Jul 26
Jul 23	Last Day of Classes	Aug 8	Jun 25
Aug 8	Final Exams	Last Day of Classes	Last Day of Classes
Last Day of Classes	Last Day of Classes	Last Day of Term for Students	Aug 8
Jun 25	Aug 8	Final grades posted5	Aug 9
Jun 26	Aug 9	Holidays (College Closed) - Summer 2024	May 27

Memorial Day	Jul 4	Independence Day	Last day of term for Faculty

1Meeting priority deadlines ensures paperwork is processed prior to first day of class; applications are still accepted after the priority deadline and processed in order of receipt.

2Students may pay fees in RaiderNet by clicking on the "Pay Fees" tab.

3Meeting this deadline ensures paperwork is processed prior to the first day of class. Per Florida Statute 1009.21 and State Board of Education Rule 6A-10.044, students will be classified as an in-state resident only if their documentation is received prior to the start of class (if students are taking courses within multiple parts of term, their documentation must be submitted prior to the earliest starting course in order to be classified as an in-state resident for the semester).

4Students registered in parts of term other than the ones published here should refer to the Non-Traditional Parts-of-Term Calendar listed on the Academic Calendar website for registration deadlines specific to their course(s).

5Faculty are required to submit all grades by 11 am on the days midterm and final grades are posted.

Admissions

earth day students ssc with students
Admission of Sexual Offender/Predator
Alabama Residency for Tuition Purposes
Applicant Records
Bachelor Degree Admission Requirements
Certificate Admission Requirements
Collegiate High School
Dual Enrollment for High School Students
Florida Residency for Tuition Purposes
Get Started
International Students
Non-Degree Seeking Students
Programs with Additional Admission Requirements
Prior Learning/Transfer Credit
Re-Admission
Selective Program Admissions
Transfer Students
Transient Students from Other Institutions
Tuition Waivers

Northwest Florida State College (NWFSC) is an open-door institution that admits high school graduates or GED certificate holders. However, some programs may require additional admissions criteria or have a selective admissions process. All applicants must complete the online NWFSC Admissions Application. An applicant is limited to one application per semester. If an applicant needs to make any changes to the application, they must complete the Request for Exception: Admissions Form. Upon admission, the student is bound to the program requirements outlined in the College Catalog in effect for the semester of admission. If the applicant fails to enroll during the semester of their initial admission, they will be required to complete a new Admissions Application for a future semester.

Get Started

It's FREE to apply to NWFSC! Apply online at www.nwfsc.edu/admissions.
Submit proof of high school completion:
A final high school transcript showing your graduation date
GED transcript showing your completion date
Affidavit of Home School Completion (the affidavit must be notarized; please see affidavit for specific information outlining required supporting documentation)
Note: Proof of high school completion must be received prior to the start of the semester of admission; if applicable documentation is not received, a registration hold will be placed on the student's account that will prohibit all registration activity until it is received.
Official transcripts (including military transcripts such as Community College of the Air Force and the Joint Services Transcript) are not required for General College Admissions for Fall 2023 and Spring 2024 but must be submitted for students to receive credit for prior post-secondary work completed. It is the student's responsibility to submit official transcripts for evaluation prior to advising and/or registration. Students may not receive a refund for a course they choose to take at NWFSC if they subsequently receive transfer credit for that same course but failed to submit all transcripts prior to advising and registration.
Beginning Summer 2024: All official transcripts will be required prior to the second semester of enrollment. If transcripts are not received by the end of the first semester of attendance, a registration hold will be placed on the student's account that will prohibit all registration activity until received.
Official transcripts from every post-secondary institution attended may be required for those programs with additional admissions criteria and/or a selective admission process. Applicants should review their intended program's specific admission requirements prior to applying.
Send official transcripts to Northwest Florida State College, Office of Academic Records and Enrollment, 100 College Blvd. East, Niceville, FL 32578. Electronic transcripts may be sent to registrar@nwfsc.edu, but are only accepted if sent by a secure third-party provider (i.e., Clearinghouse, Parchment, etc.; transcripts from a personal email account will not be accepted). Students should contact their prior institution for assistance with requesting their official transcript.
4. Official score reports from national testing agencies such as ACT, SAT, AP, CLEP, DANTES, or AICE are not required but must be submitted to receive course credit and/or meet pre-requisite requirements. It is the student's responsibility to submit official score reports for evaluation prior to advising and/or registration. Students may not receive a refund for a course they choose to take at NWFSC if they subsequently receive credit-by-exam for that same course but failed to submit all score reports prior to advising or registration. Students should contact their testing agency to request their official score reports.
Send official score reports to Northwest Florida State College, Office of Academic Records and Enrollment, 100 College Blvd. East, Niceville, FL 32578. Electronic score reports may be sent to registrar@nwfsc.edu, but are only accepted if sent by a secure third-party provider (i.e., Clearinghouse, Parchment, etc.; score reports from a personal email account will not be accepted). Students should contact their prior institution to request their official score reports.
Each applicant will be notified by email of their admission status to the College. Once admitted, students are assigned an NWFSC student email account and student identification number. The student is expected to provide their student identification number to assist in verifying their identity when discussing any information related to their education record here at the College. The NWFSC student email account serves as the official method of communication to the student from the College. The student will be expected to use this email account when communicating electronically with the College. The NWFSC student email account serves as the official method of communication to the student from the College. The student will be expected to use this email account when communicating electronically with the College. For Financial Aid Students Only: Until NWFSC receives and evaluates official copies of all transcripts, you will not be eligible to receive financial aid or scholarships.

Re-Admission

An application is good for one semester. A student who is admitted but does not enroll within that semester must re-apply. In addition, a student who has previously attended NWFSC, but who has not been in attendance within one year (3 semesters) must re-apply to update personal data, verify their intended program of study, and declare their current residency status. The student will complete program requirements under the catalog in effect for the term of re-admission.
In compliance with our Memorandum of Understanding with the Department of Defense, DoD Instruction 1322.25, and NWFSC Board of Trustees Policy SS 7.00, service members shall be readmitted to a program with the same academic status as they had when last attending the school or accepted for admission to the school if they are temporarily unable to attend class or have to suspend their studies due to service requirements.
The student must notify the school of their military service and intention to return to school as follows:
Notification of military service. The student must give oral or written notice of such service to the school as far in advance as is

reasonable under the circumstances. This notice does not have to indicate whether the student intends to return to the school and may not be subject to any rule of timeliness. (Timeliness must be determined by the facts in each case.) Alternatively, at the time of re-admission, the student may submit an attestation of military service that necessitated the absence from school. No notice is required if precluded by military necessity, such as service in operations that are classified or would be compromised by such notice.
Notification of intent to return to school. The student must also give oral or written notice of their intent to return to the school within three years after the completion of the period of service. A student who is hospitalized or convalescing due to an illness or injury incurred or aggravated during the performance of service must notify the school within two years after the end of the period needed for recovery from the illness or injury. A student who fails to apply for re-admission within these periods does not automatically forfeit eligibility for re-admission but is subject to the school's established leave of absence policy and general practices.
Contact the Office of Academic Records and Enrollment at registrar@nwfsc.edu for more details.

Transfer Students

A student who has attended another college or university before enrolling at NWFSC in a degree program is considered a transfer student, regardless of the grades received or the transferability of the courses attempted.
Official transcripts (including military transcripts such as Community College of the Air Force and the Joint Services Transcript) are not required for General College Admissions for Fall 2023 and Spring 2024 but must be submitted for students to receive credit for prior post-secondary work completed. It is the student's responsibility to submit official transcripts for evaluation prior to advising and registration. Students may not receive a refund for a course they choose to take at NWFSC if they subsequently receive transfer credit for that same course but failed to submit all transcripts prior to advising and/or registration.
Beginning Summer 2024: All official transcripts will be required prior to the second semester of enrollment. If transcripts are not received by the end of the first semester of attendance, a registration hold will be placed on the student's account that will prohibit all registration activity until received.
Official transcripts from every post-secondary institution attended may be required for those programs with additional admissions criteria and/or a selective admission process. Applicants should review their intended program's specific admission requirements prior to applying.

Admission to the A.A. Degree Program

Students who have already received an A.A. from another institution are not eligible for admission into the A.A. degree program at NWFSC. Students who are initially admitted into the A.A. degree program but are subsequently discovered to have already received an A.A. degree will be switched to Non-Degree Seeking status and instructed to either re-apply to the College or submit a Update My Application Form as applicable to each student's specific situation.

Admission to an A.S. Program with a Companion Certification

Many of the college credit certificate programs offered by NWFSC provide the initial step in meeting selected course requirements for an A.S. degree in a related area. Courses from those certificates are the same as or equivalent to comparable courses in the companion degree program. Likewise, courses used in the degree program may be applied to a certificate in a related area; in many cases, completion of courses in the degree program can automatically qualify the student to receive the companion certificate. To ensure that students receive every credential earned here at NWFSC, students who are admitted to an A.S. degree that contains a companion certificate will automatically have that certificate added to their program of study at the time of admission. This will ensure that once the student has met all course requirements for the companion certificate, they will be reviewed during the auto-graduation process. Students who have met all the requirements for a certificate will automatically be awarded the applicable credential at the end of the semester in which all certificate requirements have been fulfilled.

Certificate Admission Requirements (CCC or CCP)

An applicant for admission to either the College Credit Certificate (CCC) or Career Certificate Programs (CCP) may be accepted to the College but should review selective admissions process*.
*If the CCC or CCP program is a selective admissions program, transcripts from previous post-secondary institutions may be required as part of the selective admissions process.

Applied Technology Diploma (ATD) Admission Requirements

An applicant for admission to an Applied Technology Diploma (ATD) program must be a high school graduate or GED holder and submit one of the documents as described above as part of the application. Transcripts from previous post-secondary institutions are not required for admission but must be submitted if the student is seeking any type of transfer credit for previous college or university coursework successfully completed. *
*If the ATD program is a selective admissions program, transcripts from previous post-secondary institutions may be required as part of the selective admissions process.

Baccalaureate Degree Admission Requirements

NWFSC is approved by the State of Florida Board of Education to offer baccalaureate degrees. NWFSC offers the Bachelor of Applied Science (B.A.S.), Bachelor of Science in Education (B.S.E.), and Bachelor of Science in Nursing (B.S.N.) degree programs. All bachelor's degree programs are designed to provide a career ladder for those who have already completed an associate degree (or 60 transferable credits for the B.A.S. and B.S.E. degrees). All bachelor's degree applicants must complete the NWFSC Admissions Application. Students who do not have an associate degree (or 60 transferable credits for the B.A.S. and B.S.E. degrees) are not eligible to apply and should speak with a Student Success Navigator to determine the appropriate program in which the student may be eligible. Students may call (850) 502-2895 or email studentsuccess@nwfsc.edu to speak with a Student Success Navigator.

Bachelor of Applied Science in Project Management Bachelor of Applied Science in Management and Supervision

An applicant for admission to the Bachelor of Applied Science in Project Management or the Bachelor of Applied Science in Management and Supervision degree program may be admitted with the following:
Completion of NWFSC Admission Requirements as outlined for the A.A., A.A.S., and A.S. degree programs.
Completion of 60 transferable credits. Students who have completed an A.A. degree may be asked to complete additional credits in a professional area (e.g., accounting, computer science, general business, etc.) in lieu of the additional general education credits required of the A.S. and A.A.S. students.
Completion of all developmental coursework.

Bachelor of Science in Nursing

An applicant for admission to the Bachelor of Science in Nursing (B.S.N.) degree program may be admitted with the following:
Completion of NWFSC Admission Requirements as outlined for the A.A., A.A.S., and A.S. degree programs.
Completion of an associate in science degree in nursing (A.S.N.) or a nursing diploma program prior to enrollment.
Completion of all developmental coursework.
Documentation of a clear and active R.N. License. Recent graduates of nursing programs who have not yet obtained an R.N. License may apply and may be accepted on a conditional basis for one semester and may not take courses that include experiential learning components. The conditional status will be removed once the student provides a copy of their R.N. License.
Documentation of a grade point average (GPA) of 2.75 or higher in all college credit coursework and a grade of "C" or higher in all courses (core and General Education) applicable to the R.N. to B.S.N. degree program. Depending on program capacity, students with less than a 2.75 GPA may be admitted on a provisional basis. However, in all cases, the student must have earned a "C" or higher in all courses needed for the B.S.N. degree. Provisional status will be removed if the student earns a GPA of 3.0 or higher for their first eight upper-division nursing credits at the College. If this benchmark is not met, the student will not be permitted to continue in the R.N. to B.S.N. degree program. Ideally, pre-requisite and General Education courses should be completed prior to enrolling in upper-division nursing courses; however, all pre-requisite and General Education courses must be completed before the student can take NUR 4615C and subsequent B.S.N. courses.
Contact the B.S.N. Department at (850) 729-6444 for additional information.

Bachelor of Science in Elementary Education

An applicant for admission to the Bachelor of Science in Elementary Education degree program may be admitted with the following:
Completion of NWFSC Admission Requirements as outlined for the A.A., A.A.S., and A.S. degree programs.
Completion of an A.A. or A.S. degree from a regionally accredited college or university, or at least 60 transferable credits of post-secondary education from a regionally accredited college or university.
Completion of all developmental coursework.
Completion of all General Education Requirements and the lower-division state-mandated common pre-requisite with a minimum grade of "C" in the pre-requisite course.
A minimum cumulative grade point average (GPA) of 2.5 on a 4.0 scale for the General Education component of the undergraduate studies or have completed the requirements for a baccalaureate degree with a minimum Cumulative GPA of 2.5 on a 4.0 scale from an approved college or university.
Agreement to submit to background checks by both the Florida Department of Law Enforcement (FDLE) and the Federal Bureau of Investigation (FBI).

Bachelor of Science in Early Childhood Education, Birth through Four

An applicant for the Bachelor of Science in Early Childhood Education may be admitted with the following:
Completion of NWFSC Admission Requirements as outlined for the A.A., A.A.S., and A.S. degree programs.
Completion of an A.A. or A.S. degree from a regionally accredited college or university, or at least 60 transferable credits of post-secondary education from a regionally accredited college or university.
Completion of all developmental coursework and a minimum of 18 credit hours of transferable General Education courses.
Completion of state-mandated prerequisites with a minimum grade of "C".
A minimum cumulative grade point average (GPA) of 2.0 on a 4.0 scale.
Agreement to submit to fingerprinting as required by Early Childhood facilities.

Selective Program Admissions

Selective programs are those programs that have limited slots, a competitive selection process, and may require additional Admission Requirements. The following programs are selective admissions programs:
• Aviation Airframe Mechanics • Aviation Powerplant Mechanics • Criminal Justice Training Programs • Emergency Medical Services • Emergency Medical Technician (EMT) • Firefighting • Firefighter/EMT-Combined • Medical Laboratory Technology • Nursing A.S./R.N. • Paramedic • Physical Therapist Assistant • Radiography • Welding

Emergency Medical Technician (EMT)

The Emergency Medical Technician program is approved by the Florida Department of Health. Emergency Medical Technicians are part of the Emergency Medical Services team. EMTs are trained to provide basic life support and transportation of the sick and injured. The EMT program prepares students to apply for the examination to become a Florida licensed and National Registry Emergency Medical Technician-Basic.
The Emergency Medical Technician program is 300 clock-hour program and is conducted over one (1) semester. Applicants to this program must have a high school diploma or its equivalent and meet other applicable Admission criteria (including fingerprinting, a background check, and a drug screen). Contact the Public Safety Office at publicsafety@nwfsc.edu or (850) 729-5378 for additional information.

Firefighting

Firefighters are trained to extinguish and control fires in response to situations where property, life, or the environment is in danger. At the scene of an emergency, firefighters perform tasks assigned by their commanding officer. Depending on the situation, they may need to provide medical attention, break through debris, operate fire hoses, or enter a burning building. Firefighters are often first responders to car accidents, heart attack scenes, and other medical emergencies that do not involve fire.
The Firefighting Certificate program is one (1) semester that consists of two classes: Fire Basic I and II. Applicants to this program must have a high school diploma or its equivalent and meet other applicable Admission criteria. Prior to admission to the program,

all applicants must 1) earn a Postsecondary Education Readiness (PERT) score that demonstrates college readiness [[permalink=556|new:{'title':1}#placement-chart]](score information)[[/permalink]] or 2) pass Tests of Adult Basic Education (TABE) with a completion level 10, unless otherwise exempt.
Contact the Public Safety office at publicsafety@nwfsc.edu or (850) 729-5378 for additional information.

Firefighter/EMT-Combined

Entry into the Firefighter/Emergency Medical Technician-Combined Program requires meeting the standards established by the Florida Division of State Fire Marshal, Bureau of Fire Standards and Training. A copy of these requirements is available through the Public Safety Division of NWFSC.
The Firefighter/EMT Certificate program is a two semester program that consists of Firefighter standards and EMT training. Prior to admission to the program, all applicants must 1) earn a Postsecondary Education Readiness (PERT) score that demonstrates college readiness [[permalink=556|new:{'title':1}#placement-chart]](score information)[[/permalink]] or 2) pass Tests of Adult Basic Education (TABE) with a completion level 10, unless otherwise exempt.
Contact the Public Safety office at publicsafety@nwfsc.edu or (850) 729-5378 for additional information.

Medical Laboratory Technology

The program leads to an Associate in Science (AS) in Medical Laboratory Technology degree. Graduates are eligible to apply for certification to become Medical Laboratory Technicians and/or continue their education at the bachelor's or higher level.
New students will be accepted annually at the end of the summer semester. Applicants must complete specific requirements in addition to the College application to include performance in prerequisite coursework. Students selected for the program will be required to complete a background check and drug screen before admittance to the clinical phase of the program. Interested students should review all application material and selection criteria on the NWFSC MLT program website. Contact a Student Success Navigator at (850) 502-2895 or studentsuccess@nwfsc.edu for advising or additional information.

Nursing A.S./R.N.

This two (2) year Nursing program, which is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3390 Peachtree Road NE, Suite 1400, Atlanta, GA, 30326, http://www.acenursing.com/accreditedprograms/programSearch.htm, (404) 975-5000, leads to an Associate in Science (A.S.) in Nursing degree. Graduates of the Nursing program are eligible to apply for licensure by examination to become Registered Nurses (R.N.s). They are also prepared to continue their education and can smoothly transition into the R.N. to B.S.N. program offered at NWFSC.
The Associate in Science in Nursing has a twice-a-year admissions process to begin nursing coursework in the Fall or Spring semester. Those who plan to apply to the program may wish to complete specified General Education coursework to prepare a more competitive application. Applicants must complete a program application in addition to the College application, must meet or exceed the minimum cumulative GPA requirement, and must pass the Nursing Admission Examination to be considered for selection into the program. Students selected for this program must meet matriculation criteria, including fingerprinting, a criminal background check, drug screen, proof of immunization, and CPR Certification, as required by clinical facilities. Interested students should review all application materials and selection criteria on the Nursing website. Contact the Nursing Department at (850) 729-6400 or asnursing@nwfsc.edu for additional information.

Paramedic

The Paramedic program is accredited by the Committee on Accreditation for the EMS Professions (CoAEMSP). Paramedics are the highest trained and educated pre-hospital provider of emergency medicine. In the Paramedic program, students are provided the highest quality education to prepare to become competent leaders in the high pace work of Emergency Medical Services. The Paramedic program is three (3) semesters beyond the Emergency Medical Technician - Basic level and prepares students to apply for the Florida or National Registry Paramedic board examination. The Paramedic Certificate program is a Selective Admissions College Credit Certificate. Students admitted to this program must have a high school diploma or its equivalent and meet other applicable Admission criteria (including documentation of current Florida Emergency Medical Technician (EMT) Certification, fingerprinting, a background check, and a drug screen). The curriculum for this program forms the core of the Associate in Science in Emergency Medical Services degree program. Contact the Public Safety Office at publicsafety@nwfsc.edu or (850) 729-5378 for

additional information.

Physical Therapist Assistant

The Physical Therapist Assistant Program leads to an Associate in Science (A.S.) in Physical therapist Assistance degree. Students are admitted annually at the end of the fall semester to begin technical courses in spring. Admissions requirements and procedures are subject to change. Interested students should review all application materials and selection criteria on the PTA Program website. Applicants must complete specific requirements in addition to the College application. Students selected for the program will receive conditional acceptance pending completion of a background check and drug screen. Graduates are eligible to apply for licensure by examination to become licensed PTAs. Contact a Student Success Navigator at (850) 502-2895 or studentsuccess@nwfsc.edu for advising or additional information.
The Physical Therapist Assistant Program at Northwest Florida State College is accredited by the 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 (850) 863-6511 or email pta@nwfsc.edu.

Radiography

The Radiography program is a two-year selective admissions program that leads to an Associate in Science (A.S.) in Radiography degree. New students are accepted annually for enrollment in the Summer term. Students selected for the program will receive conditional acceptance pending completion of a background check and drug screen. The admission criteria and process are subject to change; students should refer to the Selective Program Admissions Radiography webpage for the most current information. All courses in the Radiography program, including required general education and core courses, must be completed with a minimum grade of "C" to graduate with the Associate of Science in Radiography degree. Graduates are eligible to sit for the ARRT certification exam. For additional information, contact the Health Technology Department at (850) 729-6444.
The Northwest Florida State College Radiography program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT). For more information on the current accreditation status, please contact The Joint Review Committee on Education in Radiologic Technology, 20 North Wacker Drive, Suite 2850, Chicago, Illinois 60606-3182, (312) 704-5300, mail@jrcert.org.

Programs with Additional Admission Requirements

Aviation

The Aviation Airframe and Powerplant Mechanics Career Certificate programs provide instruction consisting of a sequence of courses that involves the theoretical knowledge and practical laboratory training to develop the skills necessary to fulfill the FAA eligibility requirement for testing.
Prior to admission into the program, all applicants must 1) earn a Postsecondary Education Readiness (PERT) score that demonstrates college readiness [[permalink=556|new:{'title':1}#placement-chart]](score information)[[/permalink]] or 2) pass Tests of Adult Basic Education (TABE) with a completion level 10, unless otherwise exempt.
Contact the Aviation Program at aviation@nwfsc.edu or (850) 200-4169 for additional information.

Criminal Justice Training Programs

The Law Enforcement Officer Basic and Correctional Officer Basic Career and Technical Certificate Programs are certified through the Florida Department of Law Enforcement (FDLE). The College is designated as Florida Criminal Justice Training Center Number 21 and students enrolling in these certificate programs must meet FDLE requirements (including fingerprinting and background check, and a medical exam), possess a standard high school diploma or its equivalent, successfully complete the Florida Basic Abilities Test (FBAT) and the Physical Agility Test (PAT), as well as satisfy all other NWFSC Admission standards. Contact the Criminal Justice Program at criminaljustice@nwfsc.edu or (850) 729-5378 for additional information.

Emergency Medical Services

The Associate in Science in Emergency Medical Services (EMS) curriculum forms the last stage of a career ladder program progression from Emergency Medical Technician to Paramedic to the associate in science degree. The A.S. EMS curriculum includes and is made up of the EMT curriculum, the Paramedic curriculum, and the general education requirements of NWFSC. Students entering the EMT and Paramedic programs must meet additional criteria including background checks, physical exams, and drug screening). Successful completion of the EMT and Paramedic programs as well as other college requirements, enable students to apply for the Associate in Science in EMS. Contact the Public Safety Office at publicsafety@nwfsc.edu or (850) 729-5378 for additional information.

Welding

Welding and Advanced Welding Technology are Selective Admissions Career Certificate programs. New students are accepted for Admissions annually in both the Spring and Fall semesters.
Prior to admission to the program, all applicants must 1) earn a Postsecondary Education Readiness (PERT) that demonstrates college readiness [[permalink=556|new:{'title':1}#placement-chart]](score information)[[/permalink]] or 2) pass Tests of Adult Basic Education (TABE) with a completion level 10, unless otherwise exempt.
The NWFSC Welding program provides you the skills, knowledge, and customized training required to be a professional welder. Students accepted into the program have the opportunity of obtaining NCCER credentials. Each certificate level is acknowledged by the industry as proof of acquired skills in various forms of welding, cutting, base metal preparation, welding inspection, safety, and metallurgy. Interested students should review all application materials and selection criteria in the Welding program guide. Contact the Welding Office at (850) 200-5224 or visit the Welding website for additional information.

Non-Degree Seeking Students

Many students attend college to upgrade employment skills, meet specific pre-requisite requirements, or for personal interest and enjoyment. Students who attend college but do not wish to pursue a degree or certificate are classified as non-degree seeking. Students interested in taking courses in a non-degree seeking status must complete the NWFSC Admissions Application. While non-degree seeking students are not required to provide evidence of prior educational coursework, those seeking enrollment in courses with pre-requisites and/or additional admission requirements, or students seeking financial assistance, may be required to provide evidence of prior educational course work. A student will not be permitted to enroll in any college credit English, Humanities, Mathematics or Gordon Rule Social Science course unless they have provided proof that they have met the State of Florida mandated minimum scores on an approved placement test, provided documentation verifying they have met the pre-requisite, or by proving that they are exempt from placement testing.

Prior Learning/Transfer Credit

Overview
Northwest Florida State College (NWFSC) recognizes that valid learning can take place in non-traditional and non-collegiate environments. We acknowledge the prior learning experiences of both current and prospective students by awarding college credit, where appropriate. Prior learning could include credit by alternative means of study, nationally recognized testing and certifications, workplace learning, and military experiences and training. Credit may be granted under the following circumstances:
The student has completed the admissions process, is a degree-seeking student, and enrolled in a qualifying NWFSC program.
The course is applicable to the student's declared program of study (to meet certificate, A.A., A.A.S., and A.S. degree programs as appropriate).
The credit does not duplicate previous college credit.
The student demonstrates the achievement of course objectives at a level that is comparable and acceptable in the classroom.

The satisfactory level of achievement is documented.

General Guidelines
The following provisions apply to Prior Learning and Articulation Analysis credit applied to the college record at Northwest Florida State College:
No certificate or degree will be awarded unless the student meets graduation requirements and 25% of the credits required for the degree (residency) is earned at NWFSC.
Selected career/technical, career certificate, and advanced and professional course credits may be awarded if the prior learning aligns with the objectives of the course requesting credit. This credit will appear on the student's college transcript with a grade of "P" (passing). This credit does not apply toward credit computations for financial aid programs or student GPA; however, it is included in earned hours.
Per degree program, not more than thirty (30) credits will be awarded to an individual student through this articulation plan. An exception is the Paramedic program, the completion of which may be applied in full to the EMS program.
If program accreditation or licensure issues in certain programs preclude the awarding of PLA credit, the College will not award PLA credit for coursework in that program.
Credits awarded through this articulation plan will not appear on the student's college transcript until successful completion of at least 25% of the credits required for the degree or certificate at NWFSC.
Where multiple options exist for the award of college credits, preference should be given to general education and program core courses over elective courses. Otherwise, the student must choose from the college courses .
NWFSC credits earned through prior learning assessment may not transfer to another institution as such determination is the receiving institution's decision.
Award of such credits does not accelerate or guarantee admission to limited access programs. In such cases, students must meet all the eligibility requirements for the program, as well as go through the full application and selection process for the program. If selected for admission to the program, the courses earned through this articulation will apply to program completion as appropriate.
Student appeals regarding the PLA process shall be directed to the Vice President of Academic Affairs whose decision is final. To appeal, please contact the PLA Coordinator.

Final decisions regarding the award of credits rests with the Vice President of Academic Affairs and the recording of credits on the student's transcript rests with the Office of Academic Records and Enrollment.

Types of Prior Learning Recognized
Credit from Other Institutions:
NWFSC will make every attempt to maximize a student's past postsecondary academic history by carefully evaluating credits students want to transfer from another institution and applying them to equivalent NWFSC courses or using those transferred credits for electives in programs where applicable. The award of credits based upon previous college or technical center coursework requires that the student earn a minimum grade of "C" in the applicable course(s). In some cases, a higher grade and/or additional verification of skills may be required .
Transfer credit will only be awarded to those courses for which the College has designated as eligible for transfer and applicable to an NWFSC credential. Transfer courses listed as "In Progress" on the transfer institution's official transcript will not be awarded credit until such time as an updated official transcript is received showing a final grade. Transfer courses in which a grade of "W" (withdrawal) or "X" (audit) was awarded by the transfer institution will not be added to the student's official NWFSC permanent record.
Once accepted, transfer credits will be recorded on the student's permanent record as externally awarded and will indicate the original institution at which the course was completed. Beginning with the 2015 - 2016 Catalog, transfer grades are not used in the official NWFSC cumulative GPA calculation. However, please note that some Selective Admissions programs do have a minimum cumulative GPA requirement for admissions; in these cases, transfer grades are calculated in the cumulative GPA for admissions purposes but are not used in the cumulative GPA calculation that appears on the student's permanent record. For Selective Admissions purposes, a transfer grade of "I" is considered the equivalent to an "F" for calculation purposes. Where appropriate, an equivalent NWFSC course number will be indicated. When the College does not offer an equivalent course or if the course differs substantively from the suggested NWFSC course, the transfer credits may be listed on the transcript as an "unclassified" course. The unclassified credits will be further described as an open elective, a subject area elective, a general education elective, or a general education subject area course, as appropriate.

NWFSC will accept credits from colleges or universities with institutional accreditation from an agency recognized by the U.S. Department of Education (USED), including:

Middle States Commission on Higher Education
Higher Learning Commission
New England Association of Schools and Colleges, Commission on Institutions of Higher Education
Northwest Commission on Colleges and Universities
Southern Association of Colleges and Schools Commission on Colleges
Western Association of Schools and Colleges
For students entering with credit from an accredited non-public institution participating in the Statewide Course Numbering System (SCNS), NWFSC will reference the comprehensive listing (https://flscns.fldoe.org/ReportsMaint.aspx) of all non-public institution courses in the SCNS inventory, as well as each course's transfer level and transfer effective date.

NWFSC may accept credits from colleges or universities with accreditation from other agencies recognized by the U.S. Department of Education if the credits represent college-level coursework relevant to the program of study, with course credit and level of instruction resulting in student competencies at least equivalent to those of students enrolled in comparable instruction at NWFSC, and the instructor(s) of the course(s) possessed the minimum academic credentials and experiences as required of comparable NWFSC faculty at the time the instruction was received by the student. Credits from colleges or universities that are not accredited by agencies recognized by the U.S. Department of Education will be evaluated on a case-by-case basis.

Students will need to complete the Transfer Credit Petition Form found in the Forms section of Raider Central on the main website for the credits to be evaluated. Acceptance of credits from non-USED accredited institutions of higher education rests with the appropriate faculty/instructional staff in consultation with the Office of Academic Records and Enrollment.

All attempted credits will be evaluated for transferability to the student's permanent record (transcript) as follows:
•For students pursuing an associate degree or college credit certificate, all attempted credits at the freshman and sophomore levels, and
•For students pursuing a baccalaureate degree, all attempted credits at the freshman, sophomore, junior and senior levels.

Credits recorded as transfer credit on the student's permanent record (transcript) do not guarantee that these credits will meet specific degree requirements for the student's program. The College may limit the number of transfer credits applicable to the student's degree. The determination of how transfer credits may apply to a specific degree program rests with the Office of Academic Records and Enrollment in consultation with the appropriate faculty/instructional staff.
The following factors will be considered in the evaluation of credits for transfer. The factors will be used in determining whether the course is transferable and in determining whether the course is recorded as a direct equivalent to an NWFSC course, not a direct equivalent but fulfilling a specific general education or degree requirement, or as a general elective:

•Breadth, depth, and rigor of course content as evidenced by course syllabi, prerequisites, placement test scores, exit requirements, student portfolios, textbooks, writing or oral communication requirements, grading standards, catalog descriptions, etc.
•Qualifications of the faculty member(s) providing the instruction
•Age of credits
•Recommendations through other established credit assessment bodies (e.g., ACE) •Institutional accreditation via other professional assessment/accrediting bodies (e.g., AMA, NLN, a state agency)
•Secondary documentation of course competencies (e.g., professional certification, standardized exam scores, etc.)

Authority for Acceptance of Equivalent Courses
Section 1007.24(7), Florida Statutes, states:
"Any student who transfers among postsecondary institutions that are fully accredited by a regional or national accrediting agency recognized by the United States Department of Education and that participate in the statewide course numbering system shall be awarded credit by the receiving institution for courses satisfactorily completed by the student at the previous institutions. Credit shall be awarded if the courses are judged by the appropriate statewide course numbering system faculty committees representing school districts, public postsecondary educational institutions, and participating nonpublic postsecondary educational institutions to be academically equivalent to courses offered at the receiving institution, including equivalency of faculty credentials, regardless of the public or nonpublic control of the previous institution. The Department of Education shall ensure that credits to be accepted by a receiving institution are generated in courses for which the faculty possess credentials that are comparable to those required by the accrediting association of the receiving institution. The awarding of credit may be limited to courses that are entered in the statewide course numbering system. Credits awarded pursuant to this subsection shall satisfy institutional requirements on the

same basis as credits awarded to native students."

Exceptions to General Rule for Equivalency

Since the initial implementation of the Statewide Common Course Numbering System (SCNS), specific disciplines or types of courses have been exempted from the guarantee of transfer for equivalent courses. These include courses that must be evaluated individually or courses in which the student must be evaluated for mastery of skill and technique. The following courses are exceptions to the general rule for course equivalencies and may not transfer. Transferability is at the discretion of the receiving institution.

Courses not offered by the receiving institution

For courses at non-regionally accredited institutions, courses offered prior to the established transfer date of the course in question

Courses in the _900-999 series are not automatically transferable and must be evaluated individually. These include such courses as Special Topics, Internships, Apprenticeships, Practica, Study Abroad, Theses, and Dissertations

Developmental courses

Graduate courses

Internships, apprenticeships, practica, clinical experiences, and study abroad courses with numbers other than those ranging from 900-999

Applied courses in the performing arts (Art, Dance, Interior Design, Music, and Theatre) and skills courses in Criminal Justice (academy certificate courses) are not guaranteed as transferable. These courses need evidence of achievement (e.g., portfolio, audition, interview, etc.)

Transfer Credit Petition

A student may petition either the equivalency determination or denial of transfer credits by submitting the Transfer Credit Petition Form found in the Forms section of Raider Central on the main website. The final determination will be made in consultation with the appropriate faculty/instructional staff normally responsible for the subject matter in question and the Office of Academic Records and Enrollment.

Application of Transfer Credits to Baccalaureate Degree Programs

Lower-division college credits in technical areas not generally applicable at the upper (baccalaureate) level will be reviewed according to the following factors prior to their acceptance as satisfying NWFSC upper (baccalaureate) degree requirements:

Breadth, depth, and rigor of course content as evidenced by course syllabi, prerequisites, placement test scores, exit requirements, student portfolios, textbooks, writing or oral communication requirements, grading standards, catalog descriptions, etc.

Qualifications of the faculty member(s) providing the instruction

Age of credits

Recommendations through other established credit assessment bodies (e.g., ACE)

Institutional accreditation via other professional assessment/accrediting bodies (e.g., AMA, NLN, a state agency)

Secondary documentation of course competencies (e.g., professional certification, standardized exam scores, etc.)

Where questions of applicability remain following such a review, the credits may still be used to meet lower-division degree requirements subject to one or more of the following conditions:

Successful completion of related higher-level courses in the student's program of study

Successful completion of subsequent courses in the subject/course sequence

Successful completion of complementary lower-division coursework in the subject or related area

Demonstration of specific lab/clinical skills or other applied competencies

Completion of additional supplemental independent/directed study in the subject area which augments the skills/content of the technical course

Presentation of a portfolio of work substantiating the breadth, depth, and rigor of the course content to include both theory and applied competencies

Analysis of clusters of course credits where a combination of technical courses may represent baccalaureate level competencies when viewed as a package (e.g., eight credits in technical coursework may correspond to a three-credit traditional transfer course in a given subject area)

International Students

International students submitting international post-secondary transcripts for evaluation must have them translated and evaluated by one of the credential evaluation agencies sanctioned by the National Association of Credential Evaluation Services, Inc. (NACES). A list of NACES agency members can be found at www.naces.org. Students will need to have the official evaluation sent to NWFSC, Office of Academic Records and Enrollment, 100 College Blvd. East, Niceville, FL 32578. Each course on the evaluation will be individually assessed for transfer consideration. Normally, these credits will come in as elective credit only, unless the student can provide a translated course syllabus that details the course description, course pre-requisite or co-requisite

requirements, and the student learning outcomes of the course. Credits will be awarded on a course-by-course basis.

Credit-by-Exam:
NWFSC follows the Florida Department of Education guidelines in acceptance of credit for nationally standardized accelerated mechanisms, allowing students to proceed toward their educational goals as rapidly as possible. Credit is awarded in accordance with recommendations established by the statewide Articulation Coordinating Committee (ACC). Section 1007.27(2) Florida Statutes requires the ACC to establish passing scores, course, and credit equivalents for the following:
Advanced Placement (AP)
Cambridge A-Level & AS-Level Examinations (AICE)
International Baccalaureate (IB)
College-Level Examination Program (CLEP)
DSST (DANTES)
Defense Language Proficiency Test (DLPT)
Excelsior/Regents College Examinations

Scores must be submitted on an official score report from the organization administering the examination. Students must be cognizant of initial testing and retake policies for each exam. Some exams require students to wait a specific amount of time before they can retake the exam. For graduation purposes, exams must be taken and successfully passed prior to the last date of the month in which graduation is sought.

Educational Credit for Industry Certifications:
There are several acceleration methods associated with Industry Certifications. These acceleration opportunities allow students who are progressing to the next level of education to earn a guaranteed number of college credits toward the A.A.S. or A.S. degree.

The Gold Standard Articulation Agreements provide information on the identified industry certifications approved by the Florida State Board of Education. Contact the Coordinator of Career & Technical Education for additional information.

Students may request academic credit for specific Industry Certifications that relate directly to NWFSC courses. To be eligible, the Industry Certification must be valid and five years old or newer. The award of credits based upon industry certification will be made only after receipt of official documentation of the certification via the certifying agency or testing vendor.

Technical Credit by Examination:
Technical credit by examination (TCE) may be available when no nationally normed advanced placement test exists. Academic Departments will create a preapproved list of courses eligible for TCE. Students may request and the College may agree to prepare and administer examinations to assess specific technical course objectives at the discretion of the appropriate Department Chair/Director.
Technical credit examinations may require written and verbal tests, performance test, portfolio review, or other evaluations. TCE is not available for all courses.
The PLA Coordinator requests TCE to the Director/Chair of the program for which the course is under, which must be approved before moving forward.
Students can attempt TCE for specific courses only once unless the Dean or designee approves a re-test request.
Upon successful completion of TCE, the Director/Chair and the appropriate Dean sign the Articulation Analysis form and the PLA Coordinator sends the form to the Executive Director of Academic Records and Enrollment who will record a "P" on the student's record. Documentation of the test results will be retained in the student's record.
Educational Credit for Non-Credit Training:
Students may request academic credit for non-credit workforce training completed through NWFSC. The student must register as a degree-seeking student in an approved and related program. To be considered, the workforce training must be five years old or newer and the student must receive a completion certification indicating successful completion of the training.

Credit for Military Training & Experience:
In recognition of the advanced academic and technical content of many military educational experiences, NWFSC may grant appropriate credits for military training that is suitable for postsecondary credit. Credit will be awarded in accordance with the state's Articulation Coordinating Committee's (ACC) document: Credit or Clock Hour for Military Experience Equivalency List. Courses not listed will be evaluated at the discretion of the College, who will consider recommendations from the American Council of Education

(ACE) Guide. These are advisory only and not binding on the College.

Students who wish to receive transfer credit for military service in the Army, Marine Corps, Navy, and Coast Guard must provide an official Joint Services Transcript (JST). If no JST record is available for the service member, the Office of Academic Records and Enrollment will accept a copy of the service member's DD Form 214. Order transcripts at the JST website. Students who wish to receive transfer credit for service in the Air Force must provide an official transcript from the Air University. Order transcripts at the Air University website. NWFSC does not accept certificates or other training documents for evaluation.

NWFSC will award credit for ACE recommendations in the associate and baccalaureate categories for the service member's documented military courses. Students seeking credit for their military occupation experience must complete an electronic Transfer Credit form for the credits to be considered. Approval to award both undergraduate and clock hour credit will be based on a service member's occupation. Awarded credit will be in consultation with the appropriate faculty/instructional staff and the Office of Academic Records and Enrollment.

Military courses in which ACE has provided optional credit recommendations will be reviewed on a case-by-case basis and a final determination will be made in conjunction with the appropriate faculty/instructional staff with the Office of Academic Records and Enrollment. While ACE recommendations will be considered for credit during the evaluation of the JST, they are not binding to the College. All direct course equivalents and general education electives will be posted to the student's academic record. A maximum of 18 non-general education electives will be posted. All credit awarded is posted to the student's record as transfer credit with a grade of "P". In such cases that the service member has no transferable experience documented on his or her JST, the service member will receive 4 hours of elective credit for their military experience. Although credit-by-examination scores such as CLEP and DANTES may appear on the JST, the service member is still required to provide an official score report from the respective examination authority for credit to be awarded from these alternative examinations.

Please note that the Community College of the Air Force (CCAF) and Air University (AU) are degree granting institutions accredited by the regional accrediting body Southern Association of Colleges and Schools, Commission on Colleges (SACSCOC), and as such, falls under the College's general transfer credit policy, not this policy specific to the evaluation of the JST.
Credit for Law Enforcement Training:
In recognition of the advanced academic and technical content earned as a law enforcement officer, NWFSC may grant appropriate credits for law enforcement training and experience suitable for postsecondary credit. Credit will be awarded in accordance with the state's Articulation Coordinating Committee's (ACC) document: Credit or Clock Hour for Law Enforcement Experience Equivalency List. Courses not listed will be evaluated at the discretion of the College.

Prior Learning Assessment Portfolio:
Credit may be awarded for properly documented college-level learning or experience achieved outside the college classroom. Students are responsible for defining, demonstrating, and documenting how they meet course objectives through a portfolio. The portfolio used to demonstrate the required learning includes the following:
A summary statement from the student explaining what the evaluator will find in the portfolio and what the student hopes to accomplish as a result of the PLA evaluation
One portfolio will be required for each course being requested for review.
Documents should ensure validity, i.e., measure what is intended. Excessive documentation, attractively presented, may not compensate for deficient performance in assessment or questionable relevance of learning to the objective.
Varied forms of evidence of learning reflecting multiple types of assessment
Students requesting credit for prior learning must do so prior to registration for the course involved and not while enrolled in the course.

Transient Students from Other Institutions

Students who are currently enrolled at another Florida post-secondary institution as a degree-seeking student but wish to take courses at NWFSC that will transfer back to their home institution are considered Transient Students. Transient students within the state of Florida are required to submit an online FloridaShines application. A FloridaShines application showing approval by the home institution is required to be admitted to NWFSC as a Transient Student. A new FloridaShines application will need to be submitted for each semester that the student intends to enroll at NWFSC. At the end of the semester, NWFSC will send a copy of the student's official transcript back to the student's home institution on the student's behalf.

Students who are currently enrolled at a non-Florida post-secondary institution but wish to take courses at NWFSC that will transfer back to their home institution are considered standard Non-Degree Seeking students at NWFSC and should complete the College's regular online Non-Degree Seeking application. If the student is seeking to enroll in coursework that requires a pre-requisite, the student will need to provide a copy of their transcript (or applicable score report) showing that the pre-requisite has been completed or submit their home institution's authorization of course selection to the Office of Academic Records and Enrollment prior to initial registration.

International Students

International students should begin the Admissions process at least four months prior to the beginning of any college semester. International mail delays, transcript verification, international monetary transfers, consular appointments, travel, housing, and advisement and/or testing requirements must be anticipated many months in advance of enrollment. The desired date for application materials to be received by the College is April 1st for Fall, October 1st for Spring, and February 1st for the Summer semester. International students seeking college credit on the F-1 or M-1 Visa must satisfy all requirements for admission as a regular student and meet the following requirements:
Fill out the online International (F1-VISA) application located on the Admissions website.
Transcripts: Official transcripts of secondary school records from outside of the U.S. must be evaluated by a third-party agency at the student's expense. The evaluation agency must be sanctioned by the National Association of Credential Evaluation Services, Inc. (NACES). A list of NACES agency members can be found at www.naces.org. Official post-secondary transcripts are not required for General College Admissions but must be submitted for students to receive credit for prior post-secondary work completed. Official transcripts from every post-secondary institution attended may be required for those programs with additional admissions criteria and/or a selective admission process. Official transcripts of post-secondary school records from outside of the U.S. must be evaluated by a third-party agency at the student's expense. The evaluation agency must be sanctioned by the National Association of Credential Evaluation Services, Inc. (NACES). A list of NACES agency members can be found at www.naces.org. A course-by-course evaluation is required for all post-secondary record evaluations. Students will need to have the official evaluation sent to Northwest Florida State College, Office of Academic Records and Enrollment, 100 College Blvd. East, Niceville, FL 32578. Though not required, requests for the acceptance of career and technical level transfer work must also be evaluated by a NACES sanctioned evaluation service at the student's expense. Recommendations from the evaluation service will be considered in determining what courses may transfer, however, the final determination will be made by the Office of Academic Records and Enrollment in consultation with the appropriate academic department representatives, if applicable. Once the original transcript evaluation documents are received and processed by NWFSC, they are considered the property of the College and are only considered as 'official' for internal academic and business processes. These documents will not be returned to the student, nor will they be forwarded to another college or agency. Students seeking an exception to this policy may submit a written request to the Executive Director of Academic Records and Enrollment for consideration.
Financial Support: An official statement from the applicant's (or sponsor's) bank or other financial institution or government agency verifying the availability of sufficient funds for tuition, matriculation, books, living expenses, etc., must be submitted (Approximately: $26,000 for the academic year). With the exception of athletic scholarships, financial assistance for international students is not available from NWFSC. An international student must be able to finance all school expenses and transportation. Before obtaining a visa, the U.S. government will require a copy of the financial certification given to NWFSC. Employment is not permitted unless permission to work is given by the Immigration and Naturalization Service (INS). College fees are subject to change without notice.
Language Proficiency: Test of English as a Foreign Language (TOEFL) results are required of applicants for whom English is not the primary language. The minimum required score is 173 for the computer-based TOEFL cBT and 61 on the Internet-based TOEFL iBT. Students, who have evidence of English proficiency in lieu of a passing TOEFL score, may submit a Request for Exception: Admissions Policy Form. NWFSC does NOT administer the TOEFL test.
Health Information: Health insurance with hospitalization coverage and a repatriation clause is required. This insurance should be obtained prior to the international student's first registration and must be maintained while attending NWFSC.
An official notice of acceptance or denial will be sent to applicants. Applicants should not make definite plans to arrive in the U.S. until he or she has been notified of acceptance to the College. Being in the U.S. will not affect the admission decision. Completing the application process does not guarantee acceptance to NWFSC. When all admissions documents, academic credentials, and test results are on file and meet minimum standards for the College, an acceptance letter will be sent along with the U.S. Immigration Form I-20. The Form I-20 is the document required to obtain the Student (F-1 or M-1) Visa. Final approval for a visa is determined by the American Embassy or Consulate representative and not the College. If the student cannot enroll for the semester written in the notice of acceptance and wishes to enroll in a different semester, the NWFSC International Student Success Navigator must be informed immediately.

NWFSC does NOT provide on-campus housing; therefore, international students must find available housing in the community. There is limited public transportation service in the area; students must provide their own transportation to and from the College. The U.S. Citizenship and Immigration Service (USCIS) regulations require that foreign students enroll in a full-time course of study during two (2) of the yearly terms. USCIS regulations also restrict work opportunities for such students. International students should consult with the International Student Success Navigator and present his or her student visa and evidence of health insurance prior to registration.

Collegiate High School

23-24 CHS 23-24 CHS Grad

The Collegiate High School is an A+ charter school that is part of the Okaloosa County School District. This innovative public school is operated by Northwest Florida State College and is located on the college's Niceville campus. The Collegiate High School provides a unique educational environment for motivated high school students in grades 9, 10, 11, and 12. The school's rigorous program of study enables students to complete a high school diploma and an associate degree simultaneously.
The Collegiate High School is fully accredited by AdvanceED and is free of charge to students. Admission is open to any student eligible to enter grades 9, 10, or 11 and who meet the CHS entrance requirements. The Collegiate High School offers a wide selection of hundreds of college-level courses and students may customize their program of study to meet the criteria for the career path they intend to pursue. Students may earn an Associate in Arts or an Associate in Science degree.
For more information visit the Collegiate High School website at https://chs.nwfsc.edu/ or call the office at (850) 729-4949.

Dual Enrollment for High School Students

Dual Enrollment provides the opportunity for qualified high school students to enroll in NWFSC courses while being simultaneously enrolled in high school. Students receive both high school and college credit for courses completed successfully. The terms and eligibility criteria of Dual Enrollment are defined by Florida Statute (1007.271), college policies and procedures, and articulation agreements between the College and area schools and Districts. Articulation Agreements are established with the Okaloosa County School District, Walton County School District, and Private Schools, along with Districts that border Okaloosa and Walton counties as requested. A Homeschool Articulation Agreement is also established. All agreements are reviewed annually and are located on the Dual Enrollment website.
Students must meet all eligibility requirements to enroll in the Dual Enrollment program. Student success is impacted by academic readiness and social maturity. Students who are Dual Enrolled are expected to participate fully in their college classes. Dual students may request an advising appointment with a Student Success Navigator and have full access to services provided by the Zoghby Learning Resource Center, such as tutoring and math lab. Dual Enrollment students are exempt from tuition, matriculation, and laboratory fees and will be provided the required instructional materials through the Barnes and Noble Bookstore on the Niceville campus. All books should be returned to Barnes and Noble at the end of the semester. Dual Enrollment students are encouraged to engage in Raider Life activities and experiences that promote student development and engagement.
Prospective students and their parents may seek additional information by phone at (850) 729-5205, via email at dualenrollment@nwfsc.edu or by visiting the Dual Enrollment website for the most current admission information and procedures.

Florida Residency for Tuition Purposes

NWFSC offers one of the lowest tuition rates in the state of Florida. In order to take advantage of this and receive in-state tuition, students must prove Florida Residency by submitting the Florida Residency Declaration and provide all applicable supporting documentation. The Florida Residency for Tuition Purposes policy is based upon state statutes, rules of the two higher education governing boards in Florida, and statewide guidelines developed by college and university administrators in conjunction with the Statewide Residency Committee and the Florida Department of Education.
Students are classified as Florida residents, Border State residents, or Non-Florida residents for the purpose of fee assessment at the time of initial registration. Criteria for determining residency status are detailed in Florida Statutes and the administrative rules of the State Board of Education. A Florida resident for tuition purposes is a person who has (or a dependent person whose parent

or legal guardian has) established and maintained legal residence in Florida for the 12 months immediately preceding the first day of classes of the term for which enrollment is requested. Residence in Florida must be for the purpose of establishing a permanent home and not merely incident to enrollment at an institution of higher education.
To qualify as a Florida resident for tuition purposes the student must be a U.S. citizen, lawful permanent resident, or certain individuals granted indefinite stay by the U.S. Citizenship and Immigration Service. Living in Florida for the express purposes of attending school does NOT constitute legal residence. Students who depend on out-of-state parents for support are presumed to be legal residents of the same state as their parents unless one parent has established legal residence in Florida for more than 12 months. Two (2) documents supporting the establishment of legal residence must be dated or issued 12 months before the first day of classes of the term for which Florida residency is sought. Supporting documents for residency classification must be submitted to the Office of Academic Records and Enrollment prior to the first day of classes of the term to be considered as in-state for tuition purposes. If a student's schedule includes only courses that are part of a non-traditional part-of-term that begins after the start of the regular semester, that student must submit supporting documents for residency classification prior to the first day of the earliest non-traditional part-of-term for which they are enrolled. Students cannot hold out-of-state driver's licenses, vehicle registrations, etc., and be eligible for Florida residency.
The Office of Academic Records and Enrollment verifies through the student's submitted documentation whether the student is eligible to be designated as a Florida resident for tuition assessment purposes. Note that while the Office of Academic Records and Enrollment makes every attempt to validate residency documentation, the ultimate responsibility to ensure that residency requirements have been satisfied belongs to the student. If the student fails to prove their Florida residency status (or Border State residency status), the student will be charged tuition at the out-of-state (non-resident) rate.
Providing false residency information is a violation of Florida law and may result in disciplinary action. The College will correct the fees assessed for those students who misrepresent their place of legal residence. An invoice will be issued for the increase in the student's tuition.

Dependent

Students who are claimed on their parent's tax return as a dependent for the previous calendar year shall be considered to be dependent. In addition, a student, whether or not living with their parent, who is eligible to be claimed by their parent as a dependent under the federal income tax code shall be classified as dependent. In general, the IRS requires that a "qualifying child" or "dependent" meet six (6) tests:
The child must be your son, daughter, or stepchild.
The child must be: (a) under age 19 at end of the year; (b) under age 24 at end of the year AND a full-time student; or (c) any age if permanently disabled.
The child must have lived with you for more than half of the year subject to IRS exceptions.
The child must have NOT provided more than half of his or her own support for the year.
The child is NOT filing a joint return for the year (unless that joint return is filed only as a claim for refund).
If the child meets the rules to be a qualifying child of more than one person, you must be the person entitled to claim the child as a qualifying child.

Independent

A student who meets any one of the following criteria shall be classified as an independent student for the determination of residency for tuition purposes. Evidence that the student meets one of these criteria will be requested by the College.
The student is 24 years of age or older by the first day of classes of the term for which residency status is sought at a Florida institution.
The student is married.
The student has children who receive more than half of their support from the student.
The student has other dependents that live with and receive more than half of their support from the student.
The student is a Veteran of the U.S. Armed Forces or is currently serving on active duty in the U.S. Armed Forces for purposes other than training.
Both of the student's parents are deceased or the student is, or was (until age 18), a dependent or ward of the court or in foster care.
The student is determined as an unaccompanied homeless by a school district homeless liaison, emergency shelter, or transitional housing program.
Documentation is provided showing the student provides more than 50% of their support for the year.

Qualification by Exception

Other persons not meeting the 12-month legal residence requirement may be classified as Florida residents for tuition purposes if they fall within one of the limited special categories authorized by the Florida Legislature [Florida Statute 1009.21(10)]. These exceptions are listed below.
Documentation in support of these exceptions is required:
Active duty service members of the U.S. and active drilling members of the Florida National Guard stationed in Florida (spouse and dependent children included).
Active duty service members of the U.S. not stationed in Florida but whose legal state of residence is Florida (spouse and dependent children included).
Full-time instructional and administrative personnel employed by the State public school system, college system, or university system (spouse and dependent children included).
A dependent child who has lived with an adult relative (who is not a parent or legal guardian) for at least three years.
Persons who were enrolled as Florida residents at a state institution of higher learning but who abandon Florida residency for less than one year.
Latin American/Caribbean Scholars.
U.S. citizens living on the Isthmus of Panama who has completed 12 consecutive months of college-level coursework at the FSU Panama Canal Branch (spouse and dependent children included).
Full-time employees of state agencies or political subdivisions of the State when the student fees are paid by the agency or subdivision for the purpose of job-related law enforcement or corrections training.
Qualified beneficiaries under the Florida Pre-Paid Postsecondary Expense Program as provided in Florida statute.
A dependent child whose parents are divorced, separated, or otherwise living apart, will be considered a resident for tuition purposes if either parent is a legal resident of Florida, regardless of which parent claims the minor for tax purposes.
The law allows non-U.S. citizens such as lawful permanent residents, temporary permanent residents, asylees, parolees, and refugees who have applied for and been approved for such status and who otherwise meet the 12-month legal residence requirements, to be eligible to establish Florida residency for tuition purposes. For a list of non-immigrant categories (visa categories and INS classifications) eligible to establish Florida residency for tuition purposes contact the Office of Academic Records and Enrollment at registrar@nwfsc.edu.

Re-Classification

Students classified as out-of-state residents for tuition purposes may re-apply for in-state residency at such time as they have completed the requirements for establishing legal Florida residency. Students requesting re-classification should email registrar@nwfsc.edu and request a Florida Residency Reclassification Review. Students seeking re-classification will be required to submit an updated Declaration of Florida Residency form and supporting documentation to the Office of Academic Records and Enrollment. A minimum of three (3) documents that support clear and convincing evidence of Florida legal resident for the previous twelve (12) consecutive months will be required. Supporting documents for reclassification must be submitted to the Office of Academic Records and Enrollment prior to the first day of the semester in order to be considered. If a student's schedule includes only courses that are part of a non-traditional part-of-term that begins after the start of the regular semester, that student must submit supporting documents for residency reclassification prior to the first day of the earliest non-traditional part-of-term for which they are enrolled.
Students who become eligible for in-state tuition in the middle of a semester shall have their record adjusted to reflect the in-state tuition rate effective the next semester of enrollment. Tuition will not be adjusted for the current semester.

Residency Appeals

In cases where the student expresses a desire to appeal the residency classification, they must submit a Residency Appeal Form to the Office of Academic Records and Enrollment. This form may be obtained by contacting the Office of Academic Records and Enrollment at registrar@nwfsc.edu. Once submitted, the appeal will be referred to the Residency Appeal Committee in accordance with the College's official appeal process. The Residency Committee will render the final residency determination and the reasons for the determination in writing to the student.

Out-of-State Residency Tuition Waivers

The state offers a variety of exemptions and waivers for the out-of-state portion of tuition, found in Florida Statute 1009.26. The most commonly awarded waivers by NWFSC are below. Students must first submit a Residency Declaration for Florida Residents before a tuition waiver can be requested. A waiver will only be awarded once the student demonstrates he or she does not qualify for Florida residency. Students with questions regarding residency waiver eligibility should contact the Office of Academic Records and Enrollment at registrar@nwfsc.edu.

Florida High School Graduate

House Bill 851 amended section (s.) 1009.26, Florida Statutes (F.S.), fee waivers, to authorize an out-of-state fee waiver for students who have attended a Florida high school for 3 consecutive years immediately prior to graduating from a Florida high school. These students must have applied to a Florida College System institution or State University System within 24 months after their high school graduation. This waiver can be applied to recent Florida high school graduates regardless of their immigration status to include DACA and undocumented students. Applicants who do not qualify for in-state residency but are eligible for this waiver should submit an official Florida High School transcript and complete the Out-of-State Fee Waiver: Florida High School Graduate Form.

VA Eligible Students (for Veterans and their Dependents)

House Bill 7015 created the Congressman C.W. Bill Young Veteran Tuition Waiver Program and amended section (s.) 1009.26, Florida Statutes (F.S.) fee waivers, to authorize an out-of-state fee waiver for honorably discharged Veterans and their dependents of the U.S. Armed Forces, U.S. Reserve Forces or the National Guard who physically reside in Florida. Veterans students and their dependent(s) are required to submit the Declaration for Florida Residency and the College must officially determine that they are not eligible for in-state tuition before the Veteran and/or dependent(s) can pursue an out-of-state fee waiver.

NWFSC shall waive the out-of-state tuition for Veteran students and their dependent(s) who meet the following conditions:

The Veteran student and/or dependent's sponsor received an honorable discharge as a member of the U.S. Armed Forces, U.S. Reserve Forces or the National Guard.

Proof of honorable discharge confirmed on Veteran's DD214 (member copy 4).

Proof of physical residence in the state may include but is not limited to, submission of an annual lease and/or a Florida Driver's License reflecting the Veteran's name.

To be eligible for the waiver, students must submit the Out-of-State Fee Waiver: VA Eligible Student Form for consideration. Once approved, this waiver is good for only one academic year. Once the waiver has expired at the end of the academic year, students are required to submit a new Florida Residency Declaration and the College must officially determine that they are still not eligible for in-state tuition before the Veteran and/or dependent(s) can pursue an out-of-state fee waiver again. If the student is still classified as not eligible for in-state tuition, then they must submit a new Out-of-State Fee Waiver: VA Eligible Student Form for it to be applied to the upcoming academic year.

Active Duty Service Member

House Bill 799 was signed into law July 2016 and amended section (s.) 1009.26, Florida Statutes (F.S.), fee waivers, to authorize an out-of-state fee waiver for a person who is an active-duty member of the Armed Forces of the United States residing or stationed outside of the state of Florida. Active-duty students are required to submit the Declaration for Florida Residency and the College must officially determine that they are not eligible for in-state tuition before the active-duty service member can pursue an out-of-state fee waiver.

To be eligible for this waiver, students need to submit the Out-of-State Fee Waiver: Active-Duty Service Member Form and provide a copy of their current active-duty orders to the Office of Academic Records and Enrollment. Once approved, this waiver is good for only one academic year.

Once the waiver has expired at the end of the academic year, active-duty students are required to submit a new Declaration for Florida Residency and the College must officially determine that they are not eligible for in-state tuition before the active-duty service member can pursue a new Out-of-State Fee Waiver: Active-Duty Service Member Form for the upcoming academic year.

Additional Resources

Florida Statutes

1009.21 Determination of Resident Status for Tuition Purposes. This statute outlines the broad legal parameters for establishing residency for tuition purposes in Florida public higher education institutions.

State Board of Education Rules

6A-10.044 Residency for Tuition Purposes. The purpose of this rule is to establish consistent policies for the classification of students as residents for tuition purposes in accordance with criteria set forth in Section 1009.21, F.S.

6A-20.003 Florida Residency as a Requirement for the Receipt of State Student Aid. Students that attend a Florida post-secondary educational institution must show eligibility to receive funds from state student financial assistance programs by following proving

Florida residency as outlined in 1009.21, F.S.
Board of Governors Residency Regulation
State University System of Florida Board of Governors Residency Regulation.
Florida Residency Guidelines
Articulation Coordinating Committee's Guidelines on Florida Residency for Tuition Purposes. This Residency Guidelines document was adopted by the Articulation Coordinating Committee to assist college and university administrators in implementing Section 1009.21, Florida Statutes; Rules 6A-10.044 and 6A-20.003, Florida Administrative Code; and the Board of Governors (BOG) Residency Regulation. The guidelines, as maintained by the Statewide Residency Committee, are used to determine residency status for tuition purposes in public colleges and universities. The Florida Residency Guidelines for Tuition Purposes were first adopted by the Articulation Coordinating Committee on September 6, 2006.

Alabama Residency for Tuition Purposes

The Florida Legislature allows the option of providing Alabama residents a different tuition assessment for post-secondary classes. At NWFSC, the Alabama Border State Fee, at a rate of an additional $1.00 per credit hour to the current in-state tuition rate, will be assessed for all eligible Alabama residents.
To be eligible for the Alabama Border State Fee the student must complete the Declaration of Alabama Residency Form and provide verification of a current Alabama driver's license, Alabama vehicle registration, or Alabama voter's registration card.

Admission of Sexual Offender/Sexual Predator

The presence of students officially designated as Sexual Offenders/Sexual Predators on campus would be disruptive of the orderly process of the College's programs and/or would interfere with the rights and privileges of other students. In accordance with Section 1001.64(8a), Florida Statutes, the College may consider the past actions of any person applying for admission or enrollment and may deny admission or enrollment to an applicant because of past misconduct if it is determined to be in the best interest of the College.
Accordingly, the College will deny admission/enrollment to students who are officially designated as Sexual Offenders/Sexual Predators. An applicant wishing to contest their denial of admission/enrollment should follow the appeal process outlined below. If an academic term has already begun at the time the College receives a notification of past misconduct that would classify the student as not eligible for admission, the student's admission will be revoked, the student will be administratively dropped from all courses and refunded for fees paid for the term in progress. The student may also receive credit for required textbooks purchased for classes from which the student is dropped. This decision may be appealed to the Chief Student Success Officer.
To submit an appeal the student must send a letter to the Chief Student Success Officer and address the following:
The reason the student believes an appeal should be granted.
Documentation of the legal proceedings that led to the student being listed with the State of Florida as a Sexual Offender/Predator including police reports, court proceedings, adjudication, time served, and parole information. If this information is not received with the letter of appeal, the Chief Student Success Officer may attempt to collect it through other means.
The names and contact telephone numbers of at least three professional references who can attest to the student's ability to function without harm to a learning community (which includes persons under the age of 18.) This could include probation officers, therapists, employers, and clergy.
The name and contact information for the therapist of the sex therapy group that was required as part of the legal sanction or in which the student/applicant participated.
Once the full documentation is received, the Chief Student Success Officer will review it, conduct telephone interviews with references provided, share all of the information with the College President and talk with the appellant about the situation presented. If there is sufficient reason at this point to believe an appeal may be granted, the Chief Student Success Officer will conduct a face-to-face meeting with the student to determine the risk the student poses to the campus learning environment. The final decision will be made based on the full documentation received and the meeting with the student. The student will receive a letter of the decision from the Chief Student Success Officer. The Chief Student Success Officer will monitor the student's enrollment each term through their degree completion at NWFSC. Any behavioral issues will result in immediate and permanent expulsion from NWFSC.

Applicant Records

Applicant Records (the pre-attendance record) include records relating to an individual's application for admission to NWFSC prior to their actual attendance as an enrolled student. Although not considered education records (because an applicant is not yet a student), Section 1006.52, Florida Statutes does define Applicant Records and provides that such records are confidential and exempt from Sections 119.07(1), Florida Statutes and 24(a), Art. I, Fla. Constitution.

Advising & Student Success

Student Success Navigation
International Student Advising and Policies
Faculty Advisors

Raider Central

Student Success Navigation

Northwest Florida State College (NWFSC) utilizes a holistic and comprehensive advising model to better support students in achieving their academic goals. Advising services are provided in a centralized, one-stop format with options for in-person, phone at (850) 502-2895, and virtual (web-based) sessions. Service areas covered in this model include admissions, registration, records, financial aid, and academic advising, which includes degree and career pathway planning. All services are provided by Student Success Navigators under the authority of the Student Success Navigation department.
All first-time-in-college students, and transfer students with 29 or fewer transferable credits, are required to meet with a Student Success Navigator for new student advising prior to registering for their second term of classes at NWFSC. Students are strongly encouraged to continue regular meetings with Student Success Navigation throughout the duration of their studies. Student Success Navigators are available for advising services via phone, live chat (web), and in-person at all campus locations.
In compliance with our Memorandum of Understanding with the Department of Defense, DoD Instruction 1322.25, and NWFSC Board of Trustees Policy SS 7.00, for Service Members receiving Military Tuition Assistance, the College is required to refrain from high-pressure recruitment tactics such as making multiple unsolicited contacts (3 or more), including contacts by phone, email, or in-person, and engaging in same-day recruitment and registration for the purpose of securing Service member enrollments.

Faculty Advisors

Students admitted to selective admission programs may be required to meet with faculty advisors as directed by the associated academic department. Students are encouraged to reach out directly to academic program staff for more information.

International Student Advising and Policies

International students on F-1 Student Visas are required to meet with a designated school official (DSO) prior to registration for each semester. Additionally, F-1 students must physically appear before a DSO at the beginning of each semester to demonstrate presence on campus.
International students are required to maintain full-time enrollment (12 semester credits) for each semester unless on authorized annual vacation or pending completion in the immediate term. A registration hold will be applied to each F-1 student's account to prevent unauthorized registration changes one week prior to the beginning of classes for each semester. The hold will be lifted upon the opening of the registration period for the upcoming semester and replaced one week prior the beginning of classes. An audit of F-1 student registration will be conducted by a DSO during the schedule adjustment period for each term. Students who are out of compliance will be notified in writing. Students who remain out of compliance beyond the final schedule adjustment period may risk violation of F-1 status and revocation of legal presence in the United States.
Further rules and regulations are defined by the US Department of Homeland Security and may be found online at https://studyinthestates.dhs.gov/. Consult a DSO for additional information.

On-Campus Employment for International Students

International students on F-1 Student Visas are permitted to work on-campus with the approval of a Designated School Official (DSO) and under specific guidelines. USCIS requires the work must take place either at the school or at an educationally affiliated (associated with the school's established curriculum or part of contractually funded research projects at the postgraduate level) off-campus location. On-campus employment must not displace a U.S. citizen or lawful permanent resident (LPR).
An F-1 student has three main employment-related guidelines:
May work at any qualifying on-campus job that does not displace a U.S. citizen or LPR
May work up to 20 hours per week while school is in session (full-time during those periods when school is not in session or during the annual vacation)
Should report offer of employment to a DSO and receive a certification letter to present to the Social Security Administration in order to be able to receive a Social Security number
Not complying with these guidelines for on-campus employment may be a violation of status that could result in the F-1 student having to leave the United States.
An F-1 student may begin working as much as 30 days before the start of a program of study. they should inform the DSO before they begin work.
If an F-1 student finishes a program (such as an associate's or bachelor's degree) and starts another program of study at the same campus, the student may continue on-campus employment as long as the student plans to enroll in the new program of study for the next term. If otherwise eligible, an F-1 student may continue to work on-campus with a pending application for reinstatement or change of status.
To learn more, speak with a DSO or visit https://www.ice.gov/sevis/employment.

Practical Training for International Students

F-1 students have the option of training in the United States by engaging in practical training during a program of study or after the program of study ends. Practical training can provide valuable work experience by sharpening and adding the skills the student is learning in school. There are two types of practical training available for F-1 students: curricular practical training (CPT) and optional practical training (OPT).

Curricular Practical Training (CPT)

CPT is integral to the program of study and the experience must be part of the program of study.
A DSO will provide a new Form I-20, "Certificate of Eligibility for Nonimmigrant Student Status," that shows that the DSO has approved the employment.
The student can work on CPT either full-time or part-time.
CPT requires a signed cooperative agreement or a letter from the employer.
If the student has 12 months or more of full-time CPT, the student is ineligible for OPT, but part-time CPT is fine and will not stop the student from doing OPT.

Optional Practical Training (OPT)

OPT must relate to the program of study.
The student can apply for 12 months of OPT at each education level (i.e., 12 months of OPT at the associate's level and another 12 months of OPT at the bachelor's level).
A DSO will provide you with a new Form I-20 that shows the DSO recommendation for this employment.
For work authorization, the student must mail a completed Form I-765, "Application for Employment Authorization," to U.S. Citizenship and Immigration Services (USCIS) and pay a filing fee. USCIS will send a Form I-766, "Employment Authorization Document," (EAD) upon approving the Form I-765.
The student must wait to start work until after receipt of the EAD.
While school is in session, the student may work only 20 hours per week.

24-Month STEM OPT Extension

All F-1 students who are currently on a regular period of OPT and are eligible for a STEM OPT extension must apply for the 24-month STEM OPT extension.
Students may qualify for an additional 24 months of OPT under the following circumstances:

The student is currently participating in a regular period of OPT.
The student received a science, technology, engineering or mathematics (STEM) degree at an undergraduate level or higher and is seeking a training opportunity related to this degree.
The student received a qualifying STEM degree from a currently accredited SEVP-certified college or university.
The employer from which you are seeking employment uses the E-Verify program.
The student and the prospective employer have completed and signed the Form I-983, "Training Plan for STEM OPT Students."
For more information about the specific eligibility requirements for the 24-month STEM OPT extension, please visit the STEM OPT Hub on https://studyinthestates.dhs.gov/.
Once a DSO verifies that the Form I-983 is complete, they will provide a new Form I-20 that shows their recommendation for this training opportunity.
The student must apply for work authorization by filing a Form I765 with USCIS and paying a filing fee. USCIS will send an EAD upon approving the petition.
The student may continue to work on an expired EAD for OPT up to 180 days while the 24-month extension petition is pending if the student meets the following conditions:
The student is currently in a period of post-completion OPT.
The student properly and in a timely manner filed the application for the 24-month extension with USCIS.
The student must report changes in name, address, employer, and loss of employment to a DSO within 10 days of any change.

Annual Vacation for International Students

An annual vacation is an authorized break in a student's studies that is taken once per academic year and lasts one term. F-1 students are eligible to take an annual vacation after completing their academic year requirement at a Student and Exchange Visitor Program (SEVP)-certified school and once every year after that. For this purpose, Northwest Florida State College defines the academic year as three semesters.
Annual vacation differs from a school break, which occurs when the college closes for a short period of time during a school term (i.e. Spring Break).
Before taking their annual vacation, F-1 students should speak with a designated school official (DSO). A DSO can confirm the student's eligibility for vacation and should sign the student's Form I-20, "Certificate of Eligibility for Nonimmigrant Student Status," if the student plans to travel outside of the United States.
F-1 students must be enrolled in a full course of study any time they are not on annual vacation.

Archived Catalogs

2013-2023 Archived Digital Catalogs

2022-23 Catalog Cover	21-22CollegeCatalogCover
2022-2023 Updated Catalog through 03/28/2023	2021-2022 Updated Catalog through 05/04/2022
20-21 Catalog Cover	2019-20 Catalog Cover
2018-19 Final Catalog Cover	2017-2018 Final Catalog Cover
2020-2021 Updated Catalog through 2/22/2021	2019-2020 e-catalog updated through 11/20/2019

2018-2019 e-catalog updated through 1/9/2019	2017-2018 e-catalog updated through 11/17/2017
2016-2017 catalog cover	2015-2016 Final Cover
2014-2015 archived catalog snagit	2013-2014 whole cover archived catalog
2016-2017 e-catalog updated through 4/19/17	2015 - 2016 e-catalog updated through 6/1/16
2014 - 2015 e-catalog updated through 1/6/15	2013 - 2014 e-catalog updated through 2/12/14

1964-2012 College Catalogs

2012-2013 Instructions for Use

2012-2013 College Catalog	2000-2001 College Catalog	1988-1989 College Catalog	1976-1977 College Catalog
2011-2012 College Catalog	1999-2000 College Catalog	1987-1988 College Catalog	1975-1976 College Catalog
2010-2011 College Catalog	1998-1999 College Catalog	1986-1987 College Catalog	1974-1975 College Catalog
2009-2010 College Catalog	1997-1998 College Catalog	1985-1986 College Catalog	1973-1974 College Catalog
2008-2009 College Catalog	1996-1997 College Catalog	1984-1985 College Catalog	1972-1973 College Catalog
2007-2008 College Catalog	1995-1996 Course Catalog	1983-1984 College Catalog	1971-1972 College Catalog
2006-2007 College Catalog	1994-1995 College Catalog	1982-1983 College Catalog	1970-1972 College Catalog
2005-2006 College Catalog	1993-1994 College Catalog	1981-1982 College Catalog	1969-1970 College Catalog
2004-2005 College Catalog	1992-1993 College Catalog	1980-1981 College Catalog	1967-1969 College Catalog (This catalog was used for two years)
2003-2004 College Catalog	1991-1992 College Catalog	1979-1980 College Catalog	1966-1967 College Catalog
2002-2003 College Catalog	1990-1991 College Catalog	1978-1979 College Catalog	1965-1966 College Catalog
2001-2002 College Catalog	1989-1990 College Catalog	1977-1978 College Catalog	1964-1965 College Catalog

Articulation Agreements

Florida Statewide Articulation for A.A. Degree
Local NWFSC Internal Agreements
NWFSC Certificate to AS Degree Career Paths
Statewide Articulation Agreements

What is an Articulation Agreement?

Florida has instituted a variety of methods to assist students with the transfer of their credits, otherwise known as articulation agreements. The Statewide Articulation Manual provides statewide standards for awarding advanced placement credits, high school dual enrollment credit, transfer of credit between institutions, and related topics. The Florida Department of Education, through the Articulation Coordinating Committee (ACC), also facilitates statewide consistency among institutions that award credit for certain professional credentials, such as industry certifications, licenses, and certificates. In addition to statewide articulation agreements, Northwest Florida State College (NWFSC) has local articulation agreements with various other institutions, as well as internal agreements for specific NWFSC programs.

NWFSC is committed to establishing cooperative partnerships that provide clear educational pathways for its students. A comprehensive list of active partnerships can be found on the University Partnerships website. Students who are interested in one of these unique pathways and would like additional information on requirements and eligibility should consult with a Student Success Navigator at studentsuccess@nwfsc.edu or (850) 502-2895.

Florida Statewide Articulation Agreement for A.A. Degree

The State of Florida has a statewide articulation agreement between Florida College System (FCS) institutions and State University System (SUS) institutions. This is commonly referred to as a 2+2 agreement (2 years to complete the A.A. degree at the FCS followed by 2 years to complete a baccalaureate degree at the SUS). Per Florida Administrative Code Rule 6A-10.024, students who have received an Associate in Arts (A.A.) degree from a FCS institution are guaranteed admission with 60 semester hours into a SUS institution. However, some exceptions apply such as limited access programs, teacher certification programs, and programs requiring an audition for acceptance. Admission into a specific program at a given SUS institution is not assured and some degree programs require specific lower division coursework outside of common pre-requisites. Students are strongly encouraged to meet with an Academic Advisor at their intended SUS to create an education plan that supports seamless transfer from the FCS to their intended SUS program. Students who wish to learn more about the A.A. Statewide Articulation Agreement may visit Undergraduate Admissions - State University System of Florida (flbog.edu).

NWFSC Certificate to A.S. Degree Career Paths

Many of the technical certificate programs offered by NWFSC provide the initial step in meeting selected course requirements for an A.S. degree in a related area. Courses from those certificates are the same as or equivalent to comparable courses in the companion degree program. Likewise, courses used in the degree program may be applied to a certificate in a related area; in many cases, completion of the technical courses in the degree program can automatically qualify the student to receive the companion certificate.

A list of all A.S. degrees and corresponding articulated certificates is shown here .

Local NWFSC Internal Articulation Agreements

Internal Articulation Agreements (Summary of Eligible Certifications and Credit Awarded)

Business and Computer Technology Eligible Certifications

Industry Certification to the A.S. in Industrial Management Technology

NCCER Welding (Levels 1-3)

AWS or Industry Equivalent

SMAW (all positions)

SMAW (all positions) and FACAW (all positions)

SMAW (all positions)/GTAW (all positions)

Plate Weld Certification

Industry Certification to the A.A.S. in Applied Management

Florida Department of Education - Welding Technologies (or equivalent)

Florida Department of Education - Advanced Welding Technologies (or equivalent)

Culinary Management

Industry Certification to the A.S. in Culinary Management (and embedded certificates)

ServSafe Certified Food Protection Manager (NRAEF003)

Early Childhood Education

Early Childhood Certifications to NWFSC Early Childhood Coursework

Child Development Associate Credential
Florida Child Care Professional Credential (Infants and Toddlers)
Florida Child Care Professional Credential (Preschool)
Engineering Technology
Industry Certifications to NWFSC Engineering Technology Coursework
Autodesk Certified User - Inventor (ADESK011)
Autodesk Certified Professional - Inventor (ADESK024)
Associate Certified Electronics Technician (CETa) (ETAIN008)
Certified SolidWorks Associate - Academic (CSWA-Academic) (SOLID003)
MSSC Certified Production Technician (CPT)
Eligible Exam Content Areas
Safety
Quality Practices and Measurement
Manufacturing Processes and Production
Maintenance Awareness
Health Sciences
L.P.N. to R.N. (A.S. in Nursing)
Licensed Practical Nurse Licensure
R.N. to B.S.N. (B.S. in Nursing)
Registered Nurse Licensure from any U.S. state
Hospitality and Tourism Management
Industry Certification to the A.S. in Hospitality and Tourism (and embedded program certificates)
ServSafe Certified Food Protection Manager (NRAEF003)
Public Safety/Emergency Medical Services
Industry Certification to NWFSC Criminal Justice Coursework
Florida Corrections Officer Certification
Florida Law Enforcement Certification
EMT or Paramedic Certification(s) to the A.S. in Emergency Medical Services
Florida State Certified Emergency Medical Technician (EMT-Basic)
Florida State Certified Paramedic (EMT-P)
American Council on Education (ACE) Special Forces Advanced Tactical Practitioner/18 Delta to the CCC in Paramedic Certificate
ACE Special Forces Advanced Tactical Practitioner/18 Delta
Statewide Articulation Agreements
The State Board of Education approved the Statewide Career and Technical Education Articulation Agreements which are based on industry certification. This supports the Department's Next Generation Areas of Focus effort Number 3 —"to expand opportunities for postsecondary degrees and certificates." These agreements are intended to be a minimum guarantee of articulated credit and do not preclude institutions from granting additional credit based on local agreements. Individual agreements are listed below.
Statewide Articulation Agreements
A.S. to Baccalaureate Degree Articulation Agreements
In Florida, A.S. degree curricula regularly include technical skills and theoretical knowledge, as well as, a required general education component that are designed to prepare an individual either for entry into the workforce or transfer into a related baccalaureate program. It is this combination of theory and practice that distinguishes the A.S. degree from the A.A. degree, with its traditional focus on the liberal arts and sciences. This valuable combination of knowledge and skills need not disqualify A.S. degree courses from transferability. Indeed, the competencies taught in the lower division at two-year colleges often duplicate competencies taught at universities in the upper-division (for example, in nursing or in certain information technology fields). The learning outcomes embedded in the A.S. degree programs often embody similar technical knowledge and skillsets. A complete list of articulated programs and hours can be viewed in the Florida Department of Education Career Ladder Agreements document.
Industry Certification to A.A.S. or A.S. Articulation Agreements
There are several acceleration methods associated with Industry Certification. These acceleration opportunities allow students who are progressing to the next level of education to earn a guaranteed number of college credits toward the A.A.S. or A.S. degree. Each acceleration opportunity requires the student to demonstrate mastery of a specified level of competency. One example of this method is the Gold Standard Articulation Agreement, which includes identified industry certifications. As new agreements are developed they are added to the articulation list.
The Gold Standard Career Pathways Articulation Agreements of Industry Certification provides information on the identified

industry certifications approved by the Florida State Board of Education. Contact the Coordinator of Career & Technical Education for additional information.

ATD to A.A.S. or A.S. Articulation Agreements

The Applied Technology Diploma (ATD) consists of a course of study that is part of an A.A.S. or A.S., is less than sixty (60) credit hours, is approximately fifty (50) percent of the technical component (non-general education), and leads to employment in a specific occupation. An applied technology diploma program may consist of either clock hour credit or college credit. The transfer of the applied technology diploma to an associate degree is guaranteed for a period of three (3) years following the date of the award of the applied technology diploma. For a listing of specific statewide ATD to A.A.S./A.S. articulation agreements approved by the ACC, see ATD to A.A.S./A.S. Articulation Agreements.

Transfer Agreement with Independent Colleges and Universities in Florida

The Florida College System has a transfer agreement with many of the Independent Colleges and Universities of Florida (ICUF). This allows A.A. degree graduates to transfer into a private college or university with the guarantee that a student will enter as a junior, receive at least 60 credit hours toward the bachelor's degree, and receive recognition for the general education core that was completed at an institution within the Florida College System. Most of the 31 ICUF institutions have recognized this agreement. To view a copy of the ICUF articulation agreement with the Florida College System, see Independent Colleges and Universities Articulation Agreement.

Other Statewide Agreements

The Florida College System also has established articulation agreements with private colleges and other universities. To view specific agreements, see http://www.fldoe.org/articulation/articulation-agreement.asp.

Browser Help

It may be necessary at times to clear the cache on a web browser. Please follow the instructions below for your browser.

Microsoft Edge

Press [Ctrl] + [Shift] + [Del] and change the "Time range" to "All time", check "Browsing history" "Cached images and files" and click "Clear now."

Mozilla Firefox Go to the menu (3 horizontal lines at the top right of the screen) > History > clear recent history > Time Range = Everything > click all boxes under History > click OK

Google Chrome

Click Menu (3 vertical dots at the top right of the screen) > Settings > Privacy and security > Clear Browsing Data > Advanced tab > Time Range: all time> Check ALL boxes (perhaps only the top 4 items) > Clear Data

Apple/Mac Safari Open Safari. Then click "Safari" at the top left of your screen, then "Preferences". Click the Privacy tab, then "Manage Website Data" and then click "Remove All". This is not the same as clearing your history, although that can be done by clicking history at the top of your screen while Safari is focused, then "Clear History".

Campus Services

Accommodation Resource Center (ARC)
ATMs
Barnes & Noble College Store
Career Exploration
Child Development Center
Zoghby Learning Commons
Math Labs
Photocopies
Raider Café
Testing
Veterans Success Center

Accommodation Resource Center

The Accommodation Resource Center (ARC) of Northwest Florida State College is committed to providing equal access and opportunities for our students with disabilities in accordance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and the ADA Amendments Act of 2008. The ARC helps navigate accessibility for students with disabilities by removing educational barriers and partnering with the campus community for inclusion and support.

Students in need of accommodations must be registered for courses and are encouraged to submit a request online by visiting www.nwfsc.edu/accommodations. Students who apply for services may be eligible for accommodations such as, but not

limited to, assistive technology, software and equipment, sign language interpreters, live captioning, or exam time-extensions. Registered students with the ARC must renew their accommodations at the beginning of each semester by filling out and submitting an ARC renewal form located in RaiderNet. Confidentiality is honored and maintained. Students may contact the arc at arc@nwfsc.edu or by calling (850) 729-6079.
Telephone Device for the Deaf (TDD) numbers are available through the Florida Telecommunication Relay Service:

Voice:	711 or 1-800-955-8770
TDD:	711 or 1-800-955-8771

Northwest Florida State College does not discriminate against qualified individuals with disabilities in any of our programs, services, or activities based on Title II of the Americans with Disabilities Act.

ATMs

ATMs are located in the Activities Center in Building 410 on the Niceville Campus and in Building 1 on the Fort Walton Beach Campus.

Barnes & Noble College Stores

NWFSC has a College Store which is operated by Barnes & Noble College. The College Store is on the Niceville Campus and is located in Building 410. The store is full-service, offering textbooks, supplies, college clothing, gift items, hardware, and software, as well as a Starbucks Coffee Shop. The store maintains extended hours during back-to-school and book buy back periods. Contact the College Store or visit the Barnes & Noble College Store website for store hours.

Career Exploration

Students who are undecided about their future career plans are encouraged to make an appointment with a Student Success Navigator or the Career Navigation office to discuss and explore career opportunities. The college offers free career assessment and exploration tools online at https://www.nwfsc.edu/career-resource-center, including Career Coach and a digital jobs and internships board.
Student Success Navigation and Career Navigation may both be reached by calling (850) 502-2895 or visiting Raider Central in Building 400 on the Niceville Campus.
Computerized career exploration programs:
My Career Shines is a Career Planning tool hosted by the state of Florida and available on any computer. The NWFSC Career Center has computers available in their Career Counseling area for students to access this powerful program to set up an account and explore career, education and scholarship opportunities.

Zoghby Learning Commons

The Zoghby Learning Commons is located in the Susan Myers Learning Resources Center, Building 500 on the Niceville campus. It is a centralized hub of collaborative and engaging support services for both students and faculty. Primarily home to library and tutoring services, support labs, and the Testing Center, the Zoghby Learning Commons comprises other academic support services, as well as independent and group study areas, computers, whiteboards, and printing services. Call (850) 729-5318 to reach the information desk at the Zoghby Learning Commons or email LCsupport@nwfsc.edu.

Mentoring

Part-time achievement mentors provide general assistance in career exploration, time management, note-taking strategies, and personal academic success coaching. Mentors work with students in need of additional support and guidance and may be assigned to work with specific student populations.

College Success

In addition to providing coaching on study skills, time and stress management, paper/writing guidance and more through the Learning Commons, Northwest Florida State College also offers a College Success course that is designed to equip students with a comprehensive toolkit essential for succeeding throughout their academic journey and beyond. College Success covers an exploration into individual learning styles, activities and information to further hone study skills and proven approaches and methodologies to learn how to effectively manage time to reduce stress and promote balance with academic and personal pursuits and responsibilities. Career exploration and preparation is also a focal point of the course, guiding students through self-assessment, career pathway identification, and professional development strategies. College program exploration will enable students to make informed decisions regarding their academic pursuits, aligning their passions, values, and aspirations with informed educational pathways. Furthermore, communication skills will be refined, empowering students to articulate their ideas cogently and collaborate effectively in academic and professional settings. Practical finance tips and tools will be shared, equipping students with the financial literacy necessary to navigate the complexities of college expenses and budgeting effectively. The College Success course aims to educate, coach, and empower students with the knowledge, skills, and confidence necessary for realizing academic goals and achieving long-term professional success.

Library

Library services are located on the second floor of the Zoghby Learning Commons. Also known as the Susan Myers Learning Resource Center (LRC), the library contains over 250,000 digital, print, and audio-visual resources on all curricular subject areas. Library services are open on all regular class days but may vary when classes are not in session or during the summer. Visit the LRC website or call (850) 729-5318 for hours and additional information.

Reference Services

Reference librarians are available during scheduled business hours and are ready to help students with research requests and finding resources. Call (850)729-5318 or email library@nwfsc.edu for library support.

Tutoring

Free online and in-person tutoring is provided through the Zoghby Learning Commons for all current NWFSC students. Tutoring support covers most general education courses as well as some specialized courses and career programs. Students can also get help with study strategies and test preparation. Scheduled appointments are recommended to guarantee one-on-one time with a tutor. Asynchronous submit a paper appointments are also available. For scheduling information and hours, visit Zoghby Learning Commons or email LCsupport@nwfsc.edu.

Math and Writing Labs

Math and Writing Labs are located on the first floor of the ZLC. NWFSC students are encouraged to use the drop-in labs to complete coursework and study. The labs are always staffed with a tutor and/or instructor to assist students during open hours.

Testing

Testing and assessment services provide comprehensive testing for both students and the community at several Northwest Florida State College testing locations. Tests administered include the Post-Secondary Educational Readiness Test (PERT), college admission tests, proctored exams, Pearson VUE testing, College Level Examination Program (CLEP) testing, Tests of Adult Basic Education (TABE), and much more. For an inclusive list of tests offered, locations, and scheduling information, visit the Testing webpage.

Mary Lou O'Connor Child Development and Education Center

The College's Mary Lou O'Connor Child Development and Education Center provides comprehensive, quality care for children ages 2.5 to 5 years. The center is nationally accredited by the National Association for the Education of Young Children. Registration is open to dependents of NWFSC students, staff, faculty and members of the community (based on space availability).

The center is located in Building 530 on the Niceville Campus and is open Monday through Friday from 7:30 am to 5:30 pm. The college participates in the Florida Voluntary Pre-Kindergarten (VPK) program as well as the Florida school readiness program. For more information call (850) 729-5343 or email baldocks@nwfsc.edu.

Photocopies

The RaiderCard may be used to make copies at the locations listed below.
Niceville Campus - The Susan Myers Learning Resources Center
Fort Walton Beach Campus – Library Building 48

Raider Café

The Raider Café, located on the first floor of Building 400 on the Niceville Campus, is open Monday through Thursday from 10:30 am to 1:30 pm during the Fall and Spring Terms. Vending machines are available at all of our centers and across the Niceville campus.

Veterans and Military Success Center

The Veterans and Military Success Center, located in Building 410 on the Niceville campus, is a central location for student veterans and eligible family members to initiate their VA educational benefits, receive VA-specific academic advising support from a Student Success Navigator, and utilize state-of-the-art technology. The staff at the Veterans and Military Success Center assist student veterans and eligible family members pursuing their educational, professional, and vocational objectives. The Center offers a tranquil, professional, and respectful location to create a cooperative community for military-affiliated students and provides resources for leadership, support, advisement, and campus engagement as part of Northwest Florida State College's Office of Financial Aid. (The Veterans and Military Success Center is not directly affiliated with the U.S. Department of Veterans Affairs (DVA)).

College and Program Accreditation

Southern Association of Colleges and Schools Commission on Colleges
Elementary Education (B.S.)
Emergency Medical Technician (CCC)
Firefighter I/II (CCP)
Law Enforcement (CCP)
Medical Laboratory Technology (A.S.)
Nursing (A.S.N.)
Nursing (B.S.N.)
Paramedic (CCC)
Physical Therapist Assistant (A.S.)
Radiography (A.S.)
Welding Technology (CCP)

College Accreditation

Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)

Northwest Florida State College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate and baccalaureate degrees. Degree-granting institutions may also offer credentials such as certificates and diplomas at approved degree levels. Questions about the accreditation of Northwest Florida State College may be to SACSCOC by using the contact information below.

Contact SACSCOC:
1866 Southern Lane
Decatur, GA 30033-4097
(404) 679-4500
www.sacscoc.org

Program Accreditations

Elementary Education (B.S.)

NWFSC is approved by the Florida Department of Education to offer the Bachelor of Science in Elementary Education with ESOL/Reading Endorsement, which leads to state certification in teacher education.
Contact FLDOE:
http://www.fldoe.org/teaching/preparation/initial-teacher-preparation-programs/

Emergency Medical Technician (CCC)

The EMT program is certified by the Florida Department of Health.
Contact FLDOH:
(850) 245-4910
http://www.floridahealth.gov/licensing-and-regulation/emt-paramedics/index.html.

Firefighter I/II (CCP)

The Firefighter I/II program is certified by the Florida Bureau of Fire Standards and Training.
Contact Florida Bureau of Fire Standards and Training:
(352) 369-2800
https://www.myfloridacfo.com/division/sfm/bfst/

Law Enforcement (CCP)

The following NWFSC instructional programs are certified by the Florida Criminal Justice Standards and Training Commission (CJSTC) through the Florida Department of Law Enforcement (FDLE).
Law Enforcement Officer Basic (CCP)
Correctional Officer Basic (CCP)
Contact CJSTC:
(850) 410-7000
https://www.fdle.state.fl.us/CJSTC/Commission.aspx

Medical Laboratory Technology (A.S.)

The Medical Laboratory Technology program at NWFSC is currently seeking accreditation through the National Accrediting Agency for Clinical Laboratory Science (NAACLS).
Graduation from a medical laboratory technology program accredited by the National Accrediting Agency for Clinical Laboratory Science is necessary for eligibility to sit for all national certification exams and for Florida licensure. Submission of an accreditation application does not assure that the program will be granted accreditation status. In order to be considered for accreditation, the first cohort of students must fully complete the two year program. This cohort will be allowed to sit for certification exams when the college achieves NAACLS serious candidate status prior to their graduation.
Contact NAACLS:
https://www.naacls.org/about.aspx

Nursing (A.S.N.)

The A.S. Nursing program at NWFSC is accredited by the Accreditation Commission for Education in Nursing (ACEN).
Contact ACEN:
3390 Peachtree Road NE, Suite 1400
Atlanta, GA 30326
(404) 975-5000
http://www.acenursing.com/accreditedprograms/programsearch.htm

Nursing (B.S.N.)

The baccalaureate Nursing program is accredited by the Commission on Collegiate Nursing Education (CCNE).
Contact CCNE:
(202) 887-6791
http://www.ccneaccreditation.org

Paramedic (CCC)

The NWFSC Paramedic program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP). The Paramedic program is certified by the Florida Department of Health.

Contact CAAHEP:	Contact CoAEMSP:	Contact FLDOH:
1361 Park Street	8301 Lakeview Parkway, Suite 111-312	(850) 245-4910
Clearwater, FL 33756	Rowlett, TX 75088	http://www.floridahealth.gov/licensing-and-regulation/emt-paramedics/index.html
(727) 210-2350	(214) 703-8445	http://www.caahep.org

Physical Therapist Assistant (A.S.)

The Physical Therapist program at NWFSC is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE). If needing to contact the program/institution directly, please call (850) 863-6511 or email pta@nwfsc.edu.
Contact CAPTE:
3030 Potomac Avenue, Suite 100
Alexandria, VA 22305-3085
(703)-706-3245
accreditation@apta.org
http://www.capteonline.org

Radiography (A.S.)

The Radiography program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT).
Contact JRCERT:
20 N. Wacker Drive, Suite 2850
Chicago, IL 60606-3182
(312) 704-5300
mail@jrcert.org
http://www.jrcert.org

Welding Technology (CCP)

The Welding Technology program is accredited by the National Center for Construction Education and Research (NCCER). As the accrediting body for the industry, NCCER establishes the benchmark for quality training and assessments.
Contact NCCER:
13614 Progress Boulevard
Alachua, FL 32615
(888) 622-3720
https://www.nccer.org/

College Campuses and Centers

19-20 Chautauqua campus	campus sw	campus - fwb	23-24 niceville campus	campus sikes	23-24 ACE campus	19-20 Hurlburt center
Chautauqua Center	South Walton Center	Fort Walton Beach Campus	Niceville Campus	Robert L. F. Sikes Education Center	Aviation Center of Excellence	Hurlbert Field Education Center

Campus Maps

See the Campus Maps page on our website for more information.

College Locations

Niceville Campus	(850) 678-5111
100 College Blvd. East, Niceville, FL 32578	Fort Walton Beach Campus
(850) 863-6500	1170 Martin Luther King Jr. Blvd., Fort Walton Beach, FL 32547
Chautauqua Center, DeFuniak Springs	(850) 200-4100 or (850) 892-8100
908 U.S. Highway 90 West, DeFuniak Springs, FL 32433	Robert L. F. Sikes Education Center, Crestview
(850) 200-4141 or (850) 689-7911	805 E. James Lee Blvd., (U.S. Hwy. 90), Crestview, FL 32539
Hurlburt Field Education Center	(850) 200-4190 or (850) 884-6296
Education Services Building 90220, 221 Lukasik Avenue, Hurlburt Field, FL 32544	South Walton Center
(850) 200-4160 or (850) 267-2888	109 Greenway Trail (off Hwy. 331 South), Santa Rosa Beach, FL 32459

Aviation Center of Excellence (Bob Sikes Airport)	(850) 200-4184

Contact NWFSC

Raider Central
Admissions, Records, Registration, Academic Advising, Financial Aid
(850) 502-2895
studentsuccess@nwfsc.edu

Business Office
Student Accounts and Billing
(850) 729-5385
businessoffice@nwfsc.edu

IT Help Desk
(850) 729-5396
support@nwfsc.edu

Academic Departmental Offices

Advanced Technology and Applied Science	(850) 729-5369
Aviation	(850) 200-4184
Business	(850) 729-6150
Collegiate High School	(850) 729-4949
Cybersecurity & Information Technology	(850) 200-4184
English/Communications, and Social Sciences	(850) 729-5390
Hospitality & Tourism Management & Culinary Programs	(850) 729-5369
Humanities, Fine & Performing Arts	(850) 729-6123
Mathematics, Natural Sciences, Physical Education & Wellness	(850) 729-5376
Medical Laboratory Technology	(850) 863-6521
Nursing (A.S.)	(850) 729-6400
Nursing (R.N. to B.S.N.)	(850) 729-6400
Physical Therapist Assistant	(850) 863-6511
Public Safety	(850) 729-5378
Radiography	(850) 729-5520
Teacher Education	(850) 729-6440
Welding Technology	(850) 729-5369

To reach a department not listed above, please use the Employee Directory located here.

Developmental Education/Placement Scores

Developmental Education Overview

Developmental education courses are designed to improve students' skills in English, reading, and mathematics and prepare them for success in their college level courses, career fields, and/or the workplace.
NWFSC students are encouraged to visit the Learning Commons for instructional support and to take advantage of individual and group study areas, computers, whiteboards, and free printing. Free tutoring is offered in-person or remotely, providing students with support in study skills, reading, writing, math, and other general subject areas. Appointments are preferred to guarantee time with a tutor. However, students who wish to visit the Math Lab do not require an advance appointment. Students can also upload their papers for a tutor to review. Visit Learning Commons for more information, as well as hours, availability, and scheduling links. Students can email LCsupport@nwfsc.edu or LCcoach@nwfsc.edu for questions and assistance with services at other campus locations.
Successful completion of the developmental requirement is defined as:
A grade of "C" or higher in each required developmental course and
Attainment of a passing score on each required developmental exit examination.
Students enrolled in developmental courses may, at the same time, take college credit courses for which they are qualified. In this manner, a student may begin earning credits that apply toward their program of study while completing developmental requirements.

Placement Testing

A student's placement test scores ensure accurate placement in Developmental courses. However, some students are exempt from placement testing, although they may opt to take the placement test in order to gauge their readiness for college-level work.

Exempt Students

Exempt students are defined by Florida Administrative Code 6A-10.0315 and Florida Statute 1008.30 as Active Duty Military students or students who entered 9th grade in a Florida public school in the 2003-2004 school year, or any year thereafter, and earned a Florida standard high school diploma are not required to take a placement test or take Developmental Education courses. Exempt students who choose to take a placement test to measure their college readiness are not bound by the scores to enter developmental education; however, they may elect to enroll in developmental education. See the Placement Chart below for course placement scores. Any Student Success Navigator or the appropriate department chair can provide the permission required for some courses.

Non-Exempt Students

Non-exempt students who have not earned credit for college level coursework for reading, writing, and mathematics shall be assessed for readiness for college-level work prior to the completion of initial registration. Non-exempt students whose assessment results indicate a need for developmental education shall be enrolled in courses as outlined in the Placement Chart.

Math Courses Flow Chart

Mathematics Course Sequence

Placement Chart

Understanding Your Placement Scores (Effective Summer 2024)

Alternative Developmental Instruction

Florida law requires that all students whose placement test scores indicate the need for remediation be given the opportunity to satisfy the remediation requirement through developmental instruction or through alternate instructional options. Examples of alternate options include independent study, non-credit courses, and instruction through other colleges and private providers. Students who elect to pursue one of the alternate options must meet with an Student Success Navigator prior to registration in order to discuss the impact of the choice on their degree progress.

Repeat Enrollments and Attempts in Developmental Courses

If a student receives a grade below a C in or withdraws from a developmental course, he/she may repeat the course to improve the grade and meet developmental requirements. Students should refer to the Repeating Courses section for additional information about the impact on grades. Students may not audit a developmental course unless advance approval is granted through Academic Affairs.
Per Florida statute 1009.285, after the second attempt in any college-credit or developmental course, a student will be required to pay the full cost of instruction (approximately four times the usual matriculation fees) to repeat the course. In documented cases of financial hardship or extenuating and compelling circumstances, the full cost requirement may be appealed via the Request for Exception: Business Office Form. Please see the official appeal form for specific guidelines and criteria. Students receiving financial aid or veterans' benefits should consult with a Student Success Navigator before repeating a course; benefits and aid may not be available for certain repeat enrollments.

Alternatives for Students No Longer Eligible for College Developmental Enrollment

Once a student has exhausted their course attempts in each developmental area, the only ways to satisfy the developmental requirement are: a) retake the placement examination and demonstrate a score above the established minimum for that subject area or b) provide documentation of successful completion of an equivalent or higher-level course at a postsecondary institution. NWFSC is committed to student success and has developed several strategies for students in this circumstance. The student should work closely with an Student Success Navigator to identify alternatives for which they are eligible and to develop a plan for continued study. These strategies are also appropriate for an individual who is subject to the full cost requirement and is unable to afford the increased cost of enrollment.
The student may continue enrollment in other appropriate developmental courses or continue enrollment in other appropriate developmental and college credit courses and pursue one or a combination of the following strategies. After an appropriate skill-building effort, the student may then retake the placement exam.
Enroll in an appropriate alternate developmental course in the subject area
Pursue individualized study in the Zoghby Learning Resource Center to build skills in the given area
Work with a College tutor to build skills in the given area
The student may consider a revised program of study which does not carry a developmental requirement. The college offers several college credit and vocational certificates for which placement testing and developmental instruction are not applicable. Students pursuing an A.S. degree may wish to change to a companion college credit certificate which offers the technical skills needed for employment. After completion of the certificate courses, the student may acquire sufficient skills to perform better on the placement examination and eventually progress to an associate degree program of study. See the Certificate to A.S. Degree Career Paths section of this catalog.
The student may temporarily "stop-out" of credit courses, concentrate on skill development, through their own resources, then retake the placement examination.
The student may enroll in an equivalent or higher-level course in the subject area at another postsecondary institution. Upon successful completion of that course work, the student may transfer the course back to NWFSC and/or re-take the placement exam. Students wishing to pursue this option should work closely with a Navigator to be sure the alternate course(s) selected will satisfy the developmental requirement. Ideally, the student should submit a transient study form and secure advance approval. Depending on the nature and level of the transfer course, the student may still need to demonstrate minimum skills through the placement exam.

College and Personal Success Classes

Courses focusing on college and personal success strategies are beneficial to a student's academic career and can be used as an elective in some degree programs. NWFSC offers the following college credit courses:
SLS 1101 College Success is a recommended course for all students enrolled in the first level of developmental instruction of reading, mathematics or English, or for any student that is required to take any two or more developmental courses regardless of the level.
SLS 1201 Service Learning Seminar is a one-credit course designed to enhance and reinforce the value of civic responsibility and provide students with a community service program opportunity.

Directed Independent Study

Directed independent study provides opportunities for students to earn college credits in standard courses by working with a college instructor on an independent basis. Students enrolling for courses under Directed Independent Study (DIS) are expected to accomplish the goals and objectives as specified in the course syllabus and are expected to attend such class meetings, group sessions, and working conferences as specified by the instructor. Courses are scheduled on a flexible basis as approved by the instructor, the department chair, and by the Vice President of Academic Affairs with the understanding that final exams will be taken and grades awarded during the term in which they begin. All regular fees apply to DIS courses.
DIS course enrollments are authorized under the following conditions:
A documented need exists for the student(s) to enroll for the course immediately rather than taking an alternate course or waiting until the next term in which the desired course would be offered.
The student is able to identify an instructor who is willing to teach the course as DIS.
The student has acknowledged the responsibilities required for the independent study.
Enrollment is approved by the Department Chair and Vice President of Academic Affairs.
When it is not feasible for the course/section to be scheduled concurrently and taught at the same time and locations as another course/section.

Distance Learning

19-20 Distance Learning	NWF Online Final Examinations Online Course Orientation Online Instruction Online Support Services

NWF Online

Technology and the Internet are integral parts of the education process at NWFSC. In keeping with current educational practice, students will be expected to use computer technology and internet communication throughout their college experience. All classes offered at NWFSC may require use of the Internet; such use may vary depending on the class delivery mode (traditional, hybrid, or online).
NWF Online's website (http://online.nwfsc.edu) supports student learning through various methods and serves as the portal to online classrooms. The site provides access to online classes for Distance Learning students and for students in traditional and hybrid classes using the College's online learning environment, Canvas.
Technical support for students is available on the NWF Online website.
Online Classes
Online instruction, which is offered in asynchronous and synchronous (Online Live, with real-time classes conducted via Zoom) formats, reaches students needing flexibility and convenience. Online courses are conducted 100% online.
Hybrid Classes
Hybrid classes are traditional college classes combined with online activities to reduce class seat time. Hybrid classes provide the advantages of limited face-to-face instruction combined with the convenience of online learning. Thus, hybrid classes meet in-person less often than a traditional class but provide the same course credit as a traditional class.

Online Instruction

NWFSC offers students the convenience and flexibility of earning course credits through various delivery modes so that students may take control of their own education by working and learning at times and places convenient to them. Online and hybrid classes carry the same course numbers and credits as their traditional counterparts and appear on the student's transcript just as any other course does; there is no designator on the transcript identifying a course as online or hybrid. Credits earned are transferable and are applicable to graduation requirements in the same manner as traditional classes. All NWFSC courses, including all online and hybrid courses, are taught by faculty holding credentials in the relevant subject matter. Students can search for online and hybrid classes by using the Class Search Tool.

Online Course Orientations

To ensure the success of each student, every online instructor will provide an online orientation to Canvas and the course. Course orientations contain crucial information, such as course pace, how to submit assignments, grading requirements, testing arrangements, and strategies for improving student success.

Final Examinations

Final examinations for online classes will be given within Canvas. Online final exams are held at the end of each term and must be taken at the scheduled time unless other arrangements are approved in advance by the appropriate division director or department head. Final exam schedules can be found on the Academic Calendar for each term.

Online Support Services

NWFSC is committed to offering students the same quality of education through online and hybrid courses as it offers in the classroom. In addition to online tutoring support and online library help through Ask-a-Librarian, distance learning students have full access to college services at all physical locations. They may use on-campus resources, such as the Zoghby Learning Commons, Student Success Navigation, and computer labs. The process for seeking assistance for NWFSC online classrooms is to email online@nwfsc.edu.
Online and hybrid courses are subject to the same rules as traditional, in-class courses for refunds, prerequisites, placement, withdrawals, repeat rules, grading, and other academic policies. Depending on student eligibility, financial assistance is generally available for these courses in the same manner as it is for traditional courses.

Fees, Expenses, Financial Aid

23-24 paying for college	23-24 Financial Aid	23-24 exam
Paying for College	Financial Aid	Testing Services & Fees

Paying for College

Full payment of tuition and fees is required by the payment due date posted in RaiderNet. Payment may be made in person for cash or check at any of our campus/center locations. Payment via e-check (ACH), MasterCard, Visa, American Express, or Discover credit cards is available online through the student's RaiderNet account. Students who have not paid their account balance in full by the payment due date will be dropped from their classes. The College may grant deferments as specifically defined by Florida Statutes. Payment may be made in person for cash or check at any of our campus/center locations. Payment via e-check (ACH), MasterCard, Visa, American Express, or Discover credit cards is available online through the student's RaiderNet account. Students who have not paid their account balance in full by the payment due date will be dropped from their classes. The College may grant deferments as specifically defined by Florida Statutes.

Fees

These fees are subject to change by the Florida Legislature and the Board of Trustees based on the June 2023 Board

Meeting. Current fees are available from the College Business Office and are published in the class schedule. These fees apply whenever applicable, except: (1) for courses in which complimentary instructional services or equivalent program costs are provided by appropriate persons, agencies or organizations; or (2) when specifically waived by the Board of Trustees. Active Duty Military residing in this state and their dependents are eligible to pay in-state tuition rate. The Active Duty Service Member and/or their dependent must complete the Declaration of the Florida Residency to receive this benefit. The College's full residency policy can be found in the Florida Residency for Tuition Purposes section of the Catalog's Admissions page. The fees listed below are for the 2023-2024 academic year.

Fees Subject to Change by Action of the Florida Legislature and the NWFSC Board of Trustees without notice.

Fees Per Credit Hour - Applied Technology Diploma or Career Certificate Program (30 clock hours = 1 vocational credit hour)

Description	Florida Resident Cost	Border State (Alabama) Cost	NWF Online Out-of-State Cost	Non-Florida Resident Cost
Tuition	$71.70	$72.70	$72.70	-
Out-of-State Tuition	-	-	-	$286.80
Mandatory State Fees*	$14.40	$14.40	$14.40	$57.30
Total Tuition	$86.10	$87.10	$87.10	$344.10

Fees Per Credit Hour - Associate Level and Developmental Education Courses

Description	Florida Resident Cost	Border State (Alabama) Cost	NWF Online Out-of-State Cost	Non-Florida Resident Cost
Tuition	$82.77	$83.77	$83.77	-
Out-of-State Tuition	-	-	-	$331.08
Mandatory State Fees*	$21.24	$21.24	$21.24	$66.94
Total Tuition	$104.01	$105.01	$105.01	$398.02

Fees Per Credit Hour - Bachelor Level

Description	Florida Resident Cost	Border State (Alabama) Cost	NWF Online Out-of-State Cost	Non-Florida Resident Cost
Tuition	$91.79	$92.79	$92.79	-
Out-of-State Tuition	-	-	-	$367.16
Mandatory State Fees*	$30.80	$30.80	$30.80	$83.70
Total Tuition	$122.59	$123.59	$123.59	$450.86

*Mandatory Fees represent financial aid, student activity, capital improvement, and technology fees as per Florida Statute 1009.23. Laboratory and Special Tuition Fees exist to cover unique costs related to a given course. The amount is determined course-by-course and is based on the instructional costs for each. A fee schedule is on file in the Business Office and is printed in the class schedule each session.

Full Cost of Instruction for Third Attempt

Per Florida Statute 1009.285, after the second attempt in any college-credit or developmental course, a student will be required to pay the full cost of instruction (the out-of-state rate; approximately four times the usual matriculation fees) to repeat the course. A student may petition to have the out-of-state portion waived based on documented extenuating circumstances (i.e., situations that are outside of the student's control and prevented the student from successfully completing the course during the prior attempts such as illness, death of an immediate family member, call to military duty, etc.) by submitting the Request for Exception: Business Office form. Please see the official appeal form for specific guidelines and criteria. Students needing assistance with this form should contact a Student Success Navigator at studentsuccess@nwfsc.edu or (850) 502-2895.

RaiderCards

The RaiderCard is a student identification card that is issued to college credit students after tuition fees are paid. There is a $15 fee per term.
The RaiderCard provides access to the College Learning Resource center and free admission to NWFSC athletic events and certain cultural events offered by the college. RaiderCards are re-activated each time a student re-enrolls.

Other Fees and Charges

Workforce Education	At Full Cost of Instruction
Distance Learning Fee	$15.00 per credit hour
Hybrid Learning Fee	$7.50 per credit hour
Library Purposes	Lost Book Charge
Actual cost of replacement (if available) or $30.00	Return Check Fee
$25.00	Special Service Charges
At Cost	Student Access Fee*
Per semester fee	$15.00
Replacement fee	$15.00
Transcript Fee (per transcript)	$10.00 electronic or $15.00 paper

* Student Access Fee is required of all college credit students.

Course Fees

In accordance with Florida Statute 1009.23 (12)(a), course and lab fees are adjusted each year upon board approval. These fees cover expenses unique to course offerings such as laboratory fees, standardized testing fees, and other direct course level expenditures. To view course and lab fees, visit NWFSC Search.

Parking Fines

Parking permits are not required for students or visitors that park in white or green lined spaces at all NWFSC Campus and Center locations. All faculty/staff vehicle operators must display a parking permit on their vehicle when parking in designated parking areas. Parking regulation details are located here. Violating NWFSC's parking regulations may result in parking fines being assessed or the vehicle being towed.

Fines and Debts to the College

All unpaid debts, including Federal Guaranteed Student Loans, with NWFSC will result in fines being assessed or the withholding of transcripts, diplomas, certificates, and other official documents. Students will be prohibited from enrolling until all debts are paid in full. Students may be subject to liabilities for collection costs including attorney's fees.

Cost Summary

The range of basic charges for a typical full-time college-credit tuition non-baccalaureate student, per year, registered for 15 credit hours per term for two terms are noted below. Lab fees, food, housing, and travel costs depend upon the individual student's circumstances.

Florida Resident

Fees

$3,304.00

Books and Supplies

$1,440.00

$4,744.00

Alabama Border-State Resident

Fees

$3,334.00

Books and Supplies

$1,440.00

$4,774.00

Non-Florida Resident

Fees

$11,614.00

Books and Supplies

$1,440.00

$13,054.00

Student Tuition Payment Plan

A student tuition payment plan is available on the college website through the NelNet Tuition Installment Program. NWFSC will hold academic transcripts and refuse re-enrollment to any student who is delinquent on their agreement from any preceding semester until all amounts owed on prior agreements are paid or the student is released by NelNet. Please refer to the NWFSC website for additional information or to apply for this service.

Military Assistance

Active-duty military personnel who enroll in college-credit programs through base education offices may be eligible for financial assistance. The college has Military Assistance Agreements in effect with both Eglin Air Force Base and Hurlburt Field. Students using Military Tuition Assistance should receive approval from the Education Service Officer, military counselor, or the Service prior to enrollment.

In compliance with our Memorandum of Understanding with the Department of Defense, DoD Instruction 1322.25, and NWFSC Board of Trustee Policy (SS 7.00), Military Tuition Assistance (TA) is awarded to a student under the assumption that the student will attend school for the entire period for which the assistance is awarded. When a student withdraws, the student may no longer

be eligible for the full amount of TA funds originally awarded.
To comply with the new Department of Defense policy, Northwest Florida State College will return any unearned TA funds on a prorated basis through at least the 60% portion of the period for which the funds were provided. TA funds are earned proportionally during an enrollment period, with unearned funds returned based upon when a student stops attending. These funds are returned to the military Service branch.
In instances when a Service member stops attending due to a military service obligation, the College will work with the affected Service member to identify solutions that will not result in student debt for the returned portion.
In compliance with the Board of Trustee Policy (BS 18.00), the following academic programs are eligible for fee waivers for students using Military Tuition Assistance: [[permalink=1350|new:{'title':1}]][[/permalink]].

Money-back Guarantee Program

Graduates of the following programs may be eligible to receive a refund of tuition costs for required program courses if they are not able to find a job in the field in which they were trained within six months of successful completion of the program.
Programs that are included in this guarantee:
Nursing (AS)
Radiography (AS)
Paramedic (CCC)
Before an application for the guarantee is considered, graduates must meet the following eligibility criteria:
Program attendance: Graduates must have an attendance record while enrolled in the program of study that meet the following criteria:
a. Continuous full-time enrollment (as defined by the program) through the duration of the program.
b. A minimum attendance of 90% of all scheduled class time in program core coursework.
Program performance: Graduates must have a successful completion record for all required and recommended courses, earning a grade of C or better in all coursework. While enrolled in the program, the graduate remained in good standing throughout the program, including no academic integrity violations or Student Code of Conduct disciplinary record or sanctions.
Licensure or certification requirements: Graduates must pass any licensure or certification exam associated with the program.
Career Service, job fair, or career day attendance: Graduates must provide verifiable documentation as evidence of career service, job fair, or career day attendance and participation upon application for the guarantee.
Participation in internship or work-study programs: As applicable, graduates must provide verifiable documentation of satisfactory completion of an internship or work-study program to include clinical experiences as required by the program.
Job search documentation: Graduates must be legally eligible for employment within the U.S. and must not have a criminal background that prevents employment within the career field. They must provide verifiable documentation that they have registered with Employ Florida and worked with the local CareerSource office for resumé development and employment assistance within two months of completing the NWFSC program of study. Graduates must demonstrate through verifiable documentation that they have been actively searching for in-field employment for at least 6 months from the date of program completion. This search must include the verifiable submission of at least 20 applications for positions for which they are eligible in and out of the NWFSC service region.

Refund Policy

Students will receive a full refund for classes that are canceled by the College. A student can choose to enroll in other classes to which tuition and fees may be credited.
Students who drop a course by the schedule adjustment (drop/add) deadline will receive a full refund of tuition and fees for that course. The schedule adjustment (drop/add) deadline is published annually on the Academic Calendar. Students who would like to request a refund after the schedule adjustment (drop/add) deadline must submit the Request for Exception: Business Office form. Refunds are only considered for documented extenuating circumstances (i.e., situations that are outside of the student's control such as illness, death of an immediate family member, call to military duty, etc.). Refunds are NOT approved based on changes in work schedules or for enrollment status changes due to illegal activities. The Request for Exception: Business Office must be submitted by the last day of the semester for which a refund is requested as published in the Academic Calendar (the last day of the semester is identified as the Last Day of Term for Students for Session 1). For example, a student seeking a refund for a Fall 2023 course must submit the appeal no later than the Last Day of Term for Students deadline listed for Session 1 on the Fall 2023 Academic Calendar. See the official appeal form for specific guidelines and criteria. Students needing assistance with this form should contact a Student Success Navigator at studentsuccess@nwfsc.edu or (850) 502-2895.

Refunds less than $1.00 will be paid in cash at the Business Office located on the Niceville Campus.

Dishonored Check Policy

Checks returned by the bank will be processed as follows:
The student will be notified by certified mail that their check was dishonored by the bank. A $25 return check charge will be applied to the student's account.
The student will have seven (7) calendar days to pay for the check and the return check charge. Payment must be in the form of cash or certified funds. If any portion of the dishonored check funds includes payment of tuition and fees, failure to make the payment will result in cancellation of enrollment.
Reinstatement after enrollment cancellation will be considered only after full payment which will include an additional $25 reinstatement fee.
The student's record at NWFSC will reflect the obligation as an outstanding debt which will result in the withholding of transcripts, diplomas, certificates, and other official documents. Students will also be prohibited from enrolling until all debts are paid in full.
Students who have written two or more checks with insufficient funds will be subject to disciplinary action even though their checks have been paid. The college will also suspend their check writing privileges and may report to other colleges and credit reporting agencies.
The college will forward unpaid dishonored checks, returned check charges, and related information about the student to a collection agency within 35 days.

Financial Aid

Financial Aid Administered by Northwest Florida State College
Deadlines
Application Instructions
General Eligibility
Enrollment Status
Courses Paid for by Financial Aid
Standards of Academic Progress (SAP)
Program Objective Enrollment Compliance (POEC)
Repayment of Unearned Federal Financial Aid (Return of Title IV)
Rights and Responsibilities

The Office of Financial Planning and Scholarships at Northwest Florida State College strives to remove financial barriers; to promote the success of a diverse student body; and to increase opportunities for access in higher education. We seek to contribute to a premier experience for students, faculty, and staff by providing timely communication and by delivering courteous and efficient financial services while complying with all federal, state, and college policies.
Financial assistance administered by NWFSC does not discriminate on the basis of color, religion, age, sex, national origin, disability, pregnancy, or marital status. Specific criteria and academic standing information may be required for particular assistance and/or scholarships.

Financial Aid Administered by Northwest Florida State College

Federal Aid: Pell Grant, Supplemental Educational Opportunity Grant (SEOG), Work Study Program (FWS), Iraq and Afghanistan Service Grant (IASG), and Student Loans
State Aid: Bright Futures, Florida Student Assistance Grant (FSAG), First Generation Match Grant, and Scholarships for Children and Spouses of Deceased or Disabled Veterans
Institutional Scholarships: Awarded by NWFSC, a list can be found on the college website at https://www.nwfsc.edu/students/financialaid/scholarships/

Deadlines

A Free Application for Federal Student Aid (FAFSA) must be completed for each academic year and one FAFSA serves throughout that entire academic year (Fall through Summer). The FAFSA becomes available each October for the following academic year (Fall term), and you should apply as early as possible because many financial aid programs have limited funding that will go only to early applicants.
Financial Aid Priority Deadline
To have your financial aid processed in time for your registration fees to be paid by financial aid, you must complete all steps in the application process by the Financial Aid Priority Deadline:
July 1 for Fall Term
November 1 for Spring Term
April 1 for Summer Term
Late Applicants
If you miss the Financial Aid Priority Deadline for the term in which you wish to enroll, you still are strongly encouraged to apply for financial aid. Your application will be accepted and processed; however, it may not be processed in time for you to use your financial aid to pay for your fees and books. If this is the case, you will need to pay your tuition and purchase your books; then, if you qualify for financial aid, a refund will be issued to you later in the term. You can seek help with paying your tuition through the NelNet Tuition Payment Plan. Further information about this plan can be found on RaiderNet under the "Pay Fees" tab or by contacting the Business Office at (850) 729-5385.
Applications for federal financial aid should be made well in advance of registration by submitting the FAFSA.

Application Instructions

You must apply for financial aid each academic year.
Be a degree-seeking student at NWFSC or be a certificate-seeking student in an eligible program and take courses that are required for that degree or certificate. (Some certificates, due to required program length, are not eligible for Federal Financial Aid. Please see a Student Success Navigator if you have questions regarding your program)
Provide the Admissions/Records Office with an official final copy of your high school transcript or GED score report, or, if you are a college transfer student, provide an official copy of your transcript from each institution you have attended. Transfer course work must be evaluated before an award can be made.
Complete the FAFSA. NWFSC's school code number is "001510."
https://studentaid.gov/h/apply-for-aid/fafsa (Allow at least two weeks for processing.)
Research. Check the Scholarship link on our website at https://www.nwfsc.edu/students/financialaid/scholarships/

General Eligibility

Federal Programs

For a student to be eligible for federal financial aid at NWFSC, a student must:

Be accepted for enrollment in an approved program of study, have a high school diploma, a high school equivalency diploma, or be able to demonstrate ability to benefit (ATB) by receiving qualifying scores on an ATB test (see table below), and pass a minimum of 6 credit hours or 225 clock hours of applicable course work.
Be a U.S. citizen, or an eligible non-citizen
Not owe a refund or repayment on a federal grant at any institution
Not be in default on a federally-funded or insured student loan
Enrollment must be in courses required for your degree or certificate
Not have been convicted for sale or possession of illegal drugs while receiving Title IV funds
If a college transfer student, have an official transcript from each previously attended institution submitted to, and evaluated by, NWFSC
Must maintain satisfactory academic progress standards

ATB Test: ACCUPLACER	SCORE

Reading	233
Writing	235
Arithmetic	230

State of Florida Programs

For a student to be eligible for State of Florida financial aid (i.e. FSAG, FSAG-CE) at the college, a student must:

Have demonstrated a financial need (complete the FAFSA application)
Have met the advertised deadline
Have been a resident of Florida for one year or be classified as a Florida resident by the Registrar's Office
Be degree-seeking in an approved program of study
Have a 2.0 or higher grade point average (GPA) on all previous college work
Have earned credit hours equivalent to his/her enrollment status during each term of the prior academic year in which state aid was received, (12 credit hours or 360 vocational hours for each term of full-time enrollment, 9 credit hours or 270 vocational hours for each term of three-quarter-time enrollment and 6 credit hours or 180 vocational hours for each term of half-time enrollment)
A student who is not enrolled full-time will be offered a part-time award. Part-time awards will be prorated according to enrollment status. Funds will be offered until the limited funds are exhausted.

Verification

The federal government requires that some applications be reviewed for accuracy through a process called "verification." If you are selected for this process, you will be required to provide additional documentation to our office for review. You will be notified through your student e-mail account, or by checking your RaiderNet account, which documents you will need to provide to complete your financial aid file. All documentation must be submitted to the Financial Aid Office within 30 days of notification. If you do not submit the requested information you may lose funds otherwise available to you.

Federal Eligibility Matches

The federal processor matches your name and social security number with a variety of federal agencies. Agency matches are performed against the files of the Social Security Administration, Department of Homeland Security, Selective Service and the National Student Loan Data System. If any discrepancies or questions about your information occur, you will be asked to provide additional documents or take additional action to confirm your eligibility for federal assistance.

Transfer Students

If you previously applied for federal financial aid at another institution and now want to apply for financial aid at NWFSC, you must update your current year FAFSA to include our federal school code (001510).
If you are a college transfer student seeking a degree or technical certificate, you must submit a complete official transcript from each college and university you have attended. Your financial aid eligibility cannot be determined until NWFSC has received and evaluated all of the transcripts for transfer credit.

Transient Students

If you are enrolled as a transient student, you are not eligible for financial aid through NWFSC.

Enrollment Status

The amount of federal financial aid a student is eligible to receive is dependent on the student's enrollment status each term based

on the following table. Credit hours are computed using all developmental and college credits in which the student is enrolled.

Full-Time Enrollment	Three-Quarter Time Enrollment	Half-Time Enrollment	Less Than Half-Time Enrollment
12 or more credit hours	9-11 credit hours	6-8 credit hours	1-5 credit hours
450 clock hours	Clock hours/program length*	Clock hours/program length*	Clock hours/program length*

*To determine enrollment status other than full-time, as established by federal regulation, the number of clock hours the student is enrolled in is divided by the program length.
Enrollment status (Full-time, Half-time, etc.) is based upon number of credit hours enrolled at the end of Drop/Add for Session 1 courses (census date). New student admission and FAFSA's received after the enrollment status date will be updated at the time of completion.
The amount of the award will not increase if students add a class after the advertised census date.
To retain enrollment status, students must attend all of their classes. Attendance for distance learning courses is defined as attending an orientation; participating in the course, as defined by the instructor; submitting course assignments, as required, to the instructor; or initiating contact with the instructor.
Failure to attend any enrolled course may lower the enrollment status and award amount once hours are reduced to account for non-attendance.

Courses Paid for by Financial Aid

Repeated Courses

Federal regulations limit the number of times a student may repeat a course and receive financial aid for that course.
A student may receive aid when repeating a course that was previously failed (received a failing or unsatisfactory grade); regardless of the number of times the course was attempted and failed.
A student may receive aid to repeat a previously passed course (grade of 'D' or higher) one additional time.
Once a student has completed any course twice with a passing grade (grade of 'D' or higher), he/she is no longer eligible to receive aid for that course.
This rule applies whether or not the student received aid for earlier enrollments in the course.
Students will receive notification if they are aid applicants and attempt to repeat coursework beyond the limits.

Developmental Courses

NWFSC approves developmental courses for the use of financial aid and includes developmental courses where necessary when determining a student's enrollment status. Admission placement testing requirements will determine if developmental courses are needed in a student's degree program. Financial aid will pay for no more than 30 credit hours of developmental coursework.

Clock Hour Programs

Clock hour programs (Welding, Law Enforcement, and Fire Science/EMT) are not paid in semester hours like other programs offered at NWFSC. Financial aid pays for the entire program, by payment periods and based upon the length of the program and completion of program hours. Program instructors are responsible for documenting the number of hours of participation, excused and unexcused hours of absence, and the student's satisfactory academic progress during their weeks of attendance. Aid disbursements are based on this reported information. Prior to the second and all subsequent payments, the student's hours completed and satisfactory academic progress will be verified.

Standards of Academic Progress (SAP)

Satisfactory Academic Progress Requirements

To be eligible for financial aid, all students, including students transferring to NWFSC from another institution, must meet NWFSC's standards of satisfactory academic progress for financial aid. Student academic progress is reviewed at the end of each term. A transferring student's satisfactory progress will initially be determined from the student's academic history at all previously attended institutions. Students who attended NWFSC in the past will be reviewed based on all previously attempted courses, regardless of how long ago they attended NWFSC, in accordance with federal guidelines.
Failure to meet one or more of the established standards of satisfactory progress will make a student ineligible for financial aid. Students who become ineligible for financial aid due to the failure to meet the SAP for financial aid will remain ineligible for financial aid until they meet the standards or are placed on an Academic Plan as a condition of their approved appeal. Satisfactory progress includes all previous academic history, even if the student did not receive financial aid.
Below are the standards of satisfactory progress for financial aid. These standards apply to all students.
SAP for Financial Aid Eligibility Federal regulations (34 CFR 668.34) require a student to move toward the completion of a degree or certificate within an eligible program when receiving financial aid. Specific requirements for academic progress for financial aid recipients may be applied differently than college Academic Standards, Warning, Probation, and Suspension. Federal regulations state that SAP must include a review of all periods of enrollment, regardless of whether or not aid was received. The student must meet all the minimum standards in order to receive financial aid.
There are three parts to the SAP rules:
1. You must maintain a 2.0 cumulative Grade Point Average (GPA). This is includes all course work you have taken at NWFSC or any college or university (this includes college level classes taken during high school), regardless of whether or not you received financial aid for those classes.
2. You must successfully complete at least 67% of all of the classes in which you have enrolled. This includes all the course work you have taken at NWFSC or any college or university (this includes dual enrollment classes), regardless of whether or not you received financial aid for those classes.
3. You must not attempt more than 150% of credits needed for the level of degree in which you are seeking. All coursework attempted is included in these totals.

Financial Aid Warning Status

The first semester a student fails to meet the satisfactory progress standards for financial aid, he/she will be placed on Warning Status. While the student will continue to receive financial aid during this period, it is the student's responsibility to restore his/her academic standing for financial aid by the end of the warning status term.
Students who exceed the 150% Rule are not eligible for a Financial Aid Warning Status.
Failure to restore academic standing by the end of the Warning Status term will result in the student being ineligible for financial aid. Students can appeal their failure to meet standards of Academic Progress.

Appealing Satisfactory Academic Progress Requirements

Before submitting an appeal for financial aid, students must meet with a Student Success Navigator and obtain an approved program of study. The program of study may be the basis for the student's academic plan. Students should file a financial aid appeal as soon as they receive notification of their failure to meet the standards of academic progress, or no later than 30 days after the semester ends. Appeal forms and procedures are available on the Financial Aid web page at https://www.nwfsc.edu/students/financialaid/forms/
Transfer students must meet the established satisfactory progress requirements or submit a financial aid appeal. Students can appeal their failure to meet the standards of academic progress for financial aid if unusual circumstances exist. Unusual and mitigating circumstances include, but are not limited to, a death in the student's family, medical condition, hospitalization, documented emotional distress, or other situations beyond the student's control.
All situations must be fully documented.

Program Objective Enrollment Compliance (POEC)

A Program Objective Enrollment Compliance (POEC) review is required for every student seeking federal student aid. In accordance with federal law, federal student aid funds can only be applied to classes that are recognized as being truly necessary for completion of a student's declared degree. To that end, we must verify (on a term-by-term basis) whether all classes for which a student is enrolled are required or not. Those classes that are confirmed to be required, i.e. POEC compliant, will be counted in enrollment status for federal student aid (as long as all other relevant eligibility criteria has been met). Classes that are identified as

not required for degree completion will be flagged as such, and these non-compliant courses will be excluded from enrollment status.
To be clear, any coursework that is not required will not be included when calculating enrollment status for Title IV funds (Pell Grant, Direct Subsidized Loans, Direct Unsubsidized Loans, etc.). Students who qualify for aid that exceeds the actual cost of their compliant coursework may be able to apply that difference to non-compliant classes. If excess aid does not exist, the student who wishes to keep such classes on their schedule will need to pay for those classes out of pocket.

Repayment of Unearned Federal Financial Aid (Return of Title IV)

If you receive Title IV federal financial aid (Pell, Federal Loans, SEOG) and completely withdraw from all of your classes within the first 60% of the term, stop attending all classes without notification or have a break in attendance during the semester, a pro-rated portion of your financial aid may need to be repaid. In this case, you will be billed for aid that must be repaid, and holds will be placed on your record until the bill is settled.

This policy is derived from provisions of federal law. Students receiving Title IV aid should consult with the Financial Aid Office prior to withdrawing from any or all classes.

Rights and Responsibilities

As a student financial aid consumer,

You have the right to:
Be informed about financial aid application procedures, cost of attendance, aid available and renewal requirements.
Have confidential protection of your financial aid records. The contents of your financial aid file are maintained in accordance with the Family Educational Rights and Privacy Act (FERPA).
Request a review of decisions made by the NWFSC financial aid staff. A letter explaining your situation in detail should be submitted to the Executive Director of Financial Planning and Scholarships.
You have the responsibility to:
Complete applications correctly and on time.
Read and understand all materials sent to you from Financial Aid and other financial aid agencies by e-mail and/or letter; keep copies of all forms and materials submitted.
Know and comply with the rules governing your aid program(s).
Comply with the provisions of any promissory note and all other agreements you sign.
Register for the appropriate number of credits and maintain satisfactory academic progress.
Request personal assistance if you have questions or do not understand the information provided to you.
Register for courses that count toward your degree or certificate.

Testing Services
As a member of the Florida Association of College Test Administrators (FACTA), Northwest Florida State College offers comprehensive testing services for students and the community. Our exams are both nationally and academics-based, such as the CLEP, ACCUPLACER, and TABE. NWFSC also serves as a host site for the ACT and SAT college admissions exams.
NWFSC also provides proctored exams for students and non-students, which include make-up exams, remote testing, online exams, and testing with accommodations. Students with disabilities can inquire about testing accommodations through our Accommodation Resource Center (arc@nwfsc.edu).
As an authorized Pearson VUE Testing Center, NWFSC delivers secure professional certification testing for students and the community at select testing locations. For information on individual certification tests offered at our testing centers, visit www.pearsonvue.com.
Northwest Florida State College currently offers testing at six locations. For location information, hours, and a list of testing services available at each location, visit www.nwfsc.edu/testing. For exam scheduling and pricing, visit http://www.registerblast.com/nwfsc/exam.

Testing Fees

Testing fees may be paid to the Cashier's Office by cash or check only. Credit card payments are not accepted at any of our campuses or centers. Testing appointments should be scheduled online in advance at RegisterBlast. A $3.50 convenience fee is added when payment is processed online using RegisterBlast.

Exam	Description	Test Administration Fees
PERT	First attempt for incoming NWFSC students (including dual enrolled)	FREE
Non-NWFSC students	$20.00	Retest fee for NWFSC students (including dual enrolled students)
$10.00	ACCUPLACER	Advanced Algebra and Functions
$20.00	CLEP	CLEP exam must be purchased through College Board website. Check website for current pricing. (https://clep.collegeboard.org/earn-college-credit/how-to-register) Testing fee may not apply to eligible military service members testing at a fully funded center.
$20.00 non-essay $30.00 with essay	DSST	DSST exam must be purchased at time of exam. Check https://www.getcollegecredit.com for current pricing information. Testing fee may not apply to eligible military service members testing at a fully funded center. DSST (formerly DANTES Subject Standardized Tests) are credit-by-examination tests originated by the United States Department of Defense's Defense Activity for Non-Traditional Education Support (DANTES) program.
$20.00	Proctored Exams for non-NWFSC students	Students requiring tests for other institutions must pay a testing fee and can participate on a space available basis. This fee applies to proctored exams, MSSC, TEAS, and other tests that may otherwise be free for NWFSC students.

$20.00	Certiport	Professional certification exams in Microsoft, Adobe, IC3, etc. Certiport exam vouchers must be purchased in advance at www.certiport.com. Check website for current exam pricing.
$20.00	HESI	For students applying to the Nursing and Physical Therapist Assistant program
$60.00	Professional Certification Exams	Various exams offered through Pearson VUE. Exams include but are not limited to NREMT, CISCO, Comp TIA, FAA, PSI, etc.
Fees are collected directly by testing company and vary by exam.	ACT and SAT Testing	NWFSC hosts the college admissions exams. Questions concerning the SAT exam should be directed to the College Board at (866) 630-9305 or www.collegeboard.org. Questions regarding the ACT exam should be directed to (319) 337-1270 or www.act.org
Fees are collected directly by SAT and ACT and vary by exam.	FCLE	Florida Civic Literacy Exam - Postsecondary

Financial Aid

Financial Aid Administered by Northwest Florida State College
Deadlines
Application Instructions
General Eligibility
Enrollment Status
Courses Paid for by Financial Aid
Standards of Academic Progress (SAP)
Program Objective Enrollment Compliance (POEC)
Repayment of Unearned Federal Financial Aid (Return of Title IV)
Rights and Responsibilities

The Office of Financial Planning and Scholarships at Northwest Florida State College strives to remove financial barriers; to promote the success of a diverse student body; and to increase opportunities for access in higher education. We seek to contribute to a premier experience for students, faculty, and staff by providing timely communication and by delivering courteous and efficient financial services while complying with all federal, state, and college policies.
Financial assistance administered by NWFSC does not discriminate on the basis of color, religion, age, sex, national origin, disability, pregnancy, or marital status. Specific criteria and academic standing information may be required for particular

assistance and/or scholarships.

Financial Aid Administered by Northwest Florida State College

Federal Aid: Pell Grant, Supplemental Educational Opportunity Grant (SEOG), Work Study Program (FWS), Iraq and Afghanistan Service Grant (IASG), and Student Loans
State Aid: Bright Futures, Florida Student Assistance Grant (FSAG), First Generation Match Grant, and Scholarships for Children and Spouses of Deceased or Disabled Veterans
Institutional Scholarships: Awarded by NWFSC, a list can be found on the college website at https://www.nwfsc.edu/students/financialaid/scholarships/

Deadlines

A Free Application for Federal Student Aid (FAFSA) must be completed for each academic year and one FAFSA serves throughout that entire academic year (Fall through Summer). The FAFSA becomes available each October for the following academic year (Fall term), and you should apply as early as possible because many financial aid programs have limited funding that will go only to early applicants.
Financial Aid Priority Deadline
To have your financial aid processed in time for your registration fees to be paid by financial aid, you must complete all steps in the application process by the Financial Aid Priority Deadline:
July 1 for Fall Term
November 1 for Spring Term
April 1 for Summer Term
Late Applicants
If you miss the Financial Aid Priority Deadline for the term in which you wish to enroll, you still are strongly encouraged to apply for financial aid. Your application will be accepted and processed; however, it may not be processed in time for you to use your financial aid to pay for your fees and books. If this is the case, you will need to pay your tuition and purchase your books; then, if you qualify for financial aid, a refund will be issued to you later in the term. You can seek help with paying your tuition through the NelNet Tuition Payment Plan. Further information about this plan can be found on RaiderNet under the "Pay Fees" tab or by contacting the Business Office at (850) 729-5385.
Applications for federal financial aid should be made well in advance of registration by submitting the FAFSA.

Application Instructions

You must apply for financial aid each academic year.
Be a degree-seeking student at NWFSC or be a certificate-seeking student in an eligible program and take courses that are required for that degree or certificate. (Some certificates, due to required program length, are not eligible for Federal Financial Aid. Please see a Student Success Navigator if you have questions regarding your program)
Provide the Admissions/Records Office with an official final copy of your high school transcript or GED score report, or, if you are a college transfer student, provide an official copy of your transcript from each institution you have attended. Transfer course work must be evaluated before an award can be made.
Complete the FAFSA. NWFSC's school code number is "001510."
https://studentaid.gov/h/apply-for-aid/fafsa (Allow at least two weeks for processing.)
Research. Check the Scholarship link on our website at https://www.nwfsc.edu/students/financialaid/scholarships/

General Eligibility

Federal Programs

For a student to be eligible for federal financial aid at NWFSC, a student must:

Be accepted for enrollment in an approved program of study, have a high school diploma, a high school equivalency diploma, or be able to demonstrate ability to benefit (ATB) by receiving qualifying scores on an ATB test (see table below), and pass a minimum of 6 credit hours or 225 clock hours of applicable course work.
Be a U.S. citizen, or an eligible non-citizen
Not owe a refund or repayment on a federal grant at any institution
Not be in default on a federally-funded or insured student loan
Enrollment must be in courses required for your degree or certificate
Not have been convicted for sale or possession of illegal drugs while receiving Title IV funds
If a college transfer student, have an official transcript from each previously attended institution submitted to, and evaluated by, NWFSC
Must maintain satisfactory academic progress standards

ATB Test: ACCUPLACER	SCORE
Reading	233
Writing	235
Arithmetic	230

State of Florida Programs

For a student to be eligible for State of Florida financial aid (i.e. FSAG, FSAG-CE) at the college, a student must:

Have demonstrated a financial need (complete the FAFSA application)
Have met the advertised deadline
Have been a resident of Florida for one year or be classified as a Florida resident by the Registrar's Office
Be degree-seeking in an approved program of study
Have a 2.0 or higher grade point average (GPA) on all previous college work
Have earned credit hours equivalent to his/her enrollment status during each term of the prior academic year in which state aid was received, (12 credit hours or 360 vocational hours for each term of full-time enrollment, 9 credit hours or 270 vocational hours for each term of three-quarter-time enrollment and 6 credit hours or 180 vocational hours for each term of half-time enrollment)
A student who is not enrolled full-time will be offered a part-time award. Part-time awards will be prorated according to enrollment status. Funds will be offered until the limited funds are exhausted.

Verification

The federal government requires that some applications be reviewed for accuracy through a process called "verification." If you are selected for this process, you will be required to provide additional documentation to our office for review. You will be notified through your student e-mail account, or by checking your RaiderNet account, which documents you will need to provide to complete your financial aid file. All documentation must be submitted to the Financial Aid Office within 30 days of notification. If you do not submit the requested information you may lose funds otherwise available to you.

Federal Eligibility Matches

The federal processor matches your name and social security number with a variety of federal agencies. Agency matches are performed against the files of the Social Security Administration, Department of Homeland Security, Selective Service and the National Student Loan Data System. If any discrepancies or questions about your information occur, you will be asked to provide additional documents or take additional action to confirm your eligibility for federal assistance.

Transfer Students

If you previously applied for federal financial aid at another institution and now want to apply for financial aid at NWFSC, you must update your current year FAFSA to include our federal school code (001510).
If you are a college transfer student seeking a degree or technical certificate, you must submit a complete official transcript from each college and university you have attended. Your financial aid eligibility cannot be determined until NWFSC has received and evaluated all of the transcripts for transfer credit.

Transient Students

If you are enrolled as a transient student, you are not eligible for financial aid through NWFSC.

Enrollment Status

The amount of federal financial aid a student is eligible to receive is dependent on the student's enrollment status each term based on the following table. Credit hours are computed using all developmental and college credits in which the student is enrolled.

Full-Time Enrollment	Three-Quarter Time Enrollment	Half-Time Enrollment	Less Than Half-Time Enrollment
12 or more credit hours	9-11 credit hours	6-8 credit hours	1-5 credit hours
450 clock hours	Clock hours/program length*	Clock hours/program length*	Clock hours/program length*

*To determine enrollment status other than full-time, as established by federal regulation, the number of clock hours the student is enrolled in is divided by the program length.
Enrollment status (Full-time, Half-time, etc.) is based upon number of credit hours enrolled at the end of Drop/Add for Session 1 courses (census date). New student admission and FAFSA's received after the enrollment status date will be updated at the time of completion.
The amount of the award will not increase if students add a class after the advertised census date.
To retain enrollment status, students must attend all of their classes. Attendance for distance learning courses is defined as attending an orientation; participating in the course, as defined by the instructor; submitting course assignments, as required, to the instructor; or initiating contact with the instructor.
Failure to attend any enrolled course may lower the enrollment status and award amount once hours are reduced to account for non-attendance.

Courses Paid for by Financial Aid

Repeated Courses

Federal regulations limit the number of times a student may repeat a course and receive financial aid for that course.
A student may receive aid when repeating a course that was previously failed (received a failing or unsatisfactory grade); regardless of the number of times the course was attempted and failed.
A student may receive aid to repeat a previously passed course (grade of 'D' or higher) one additional time.
Once a student has completed any course twice with a passing grade (grade of 'D' or higher), he/she is no longer eligible to receive aid for that course.
This rule applies whether or not the student received aid for earlier enrollments in the course.
Students will receive notification if they are aid applicants and attempt to repeat coursework beyond the limits.

Developmental Courses

NWFSC approves developmental courses for the use of financial aid and includes developmental courses where necessary when determining a student's enrollment status. Admission placement testing requirements will determine if developmental courses are needed in a student's degree program. Financial aid will pay for no more than 30 credit hours of developmental coursework.

Clock Hour Programs

Clock hour programs (Welding, Law Enforcement, and Fire Science/EMT) are not paid in semester hours like other programs offered at NWFSC. Financial aid pays for the entire program, by payment periods and based upon the length of the program and completion of program hours. Program instructors are responsible for documenting the number of hours of participation, excused and unexcused hours of absence, and the student's satisfactory academic progress during their weeks of attendance. Aid disbursements are based on this reported information. Prior to the second and all subsequent payments, the student's hours completed and satisfactory academic progress will be verified.

Standards of Academic Progress (SAP)

Satisfactory Academic Progress Requirements

To be eligible for financial aid, all students, including students transferring to NWFSC from another institution, must meet NWFSC's standards of satisfactory academic progress for financial aid. Student academic progress is reviewed at the end of each term. A transferring student's satisfactory progress will initially be determined from the student's academic history at all previously attended institutions. Students who attended NWFSC in the past will be reviewed based on all previously attempted courses, regardless of how long ago they attended NWFSC, in accordance with federal guidelines.
Failure to meet one or more of the established standards of satisfactory progress will make a student ineligible for financial aid. Students who become ineligible for financial aid due to the failure to meet the SAP for financial aid will remain ineligible for financial aid until they meet the standards or are placed on an Academic Plan as a condition of their approved appeal. Satisfactory progress includes all previous academic history, even if the student did not receive financial aid.
Below are the standards of satisfactory progress for financial aid. These standards apply to all students.
SAP for Financial Aid Eligibility Federal regulations (34 CFR 668.34) require a student to move toward the completion of a degree or certificate within an eligible program when receiving financial aid. Specific requirements for academic progress for financial aid recipients may be applied differently than college Academic Standards, Warning, Probation, and Suspension. Federal regulations state that SAP must include a review of all periods of enrollment, regardless of whether or not aid was received. The student must meet all the minimum standards in order to receive financial aid.
There are three parts to the SAP rules:
1. You must maintain a 2.0 cumulative Grade Point Average (GPA). This is includes all course work you have taken at NWFSC or any college or university (this includes college level classes taken during high school), regardless of whether or not you received financial aid for those classes.
2. You must successfully complete at least 67% of all of the classes in which you have enrolled. This includes all the course work you have taken at NWFSC or any college or university (this includes dual enrollment classes), regardless of whether or not you received financial aid for those classes.
3. You must not attempt more than 150% of credits needed for the level of degree in which you are seeking. All coursework attempted is included in these totals.

Financial Aid Warning Status

The first semester a student fails to meet the satisfactory progress standards for financial aid, he/she will be placed on Warning Status. While the student will continue to receive financial aid during this period, it is the student's responsibility to restore his/her academic standing for financial aid by the end of the warning status term.
Students who exceed the 150% Rule are not eligible for a Financial Aid Warning Status.
Failure to restore academic standing by the end of the Warning Status term will result in the student being ineligible for financial aid. Students can appeal their failure to meet standards of Academic Progress.

Appealing Satisfactory Academic Progress Requirements

Before submitting an appeal for financial aid, students must meet with a Student Success Navigator and obtain an approved program of study. The program of study may be the basis for the student's academic plan. Students should file a financial aid appeal as soon as they receive notification of their failure to meet the standards of academic progress, or no later than 30 days after the semester ends. Appeal forms and procedures are available on the Financial Aid web page at

https://www.nwfsc.edu/students/financialaid/forms/
Transfer students must meet the established satisfactory progress requirements or submit a financial aid appeal. Students can appeal their failure to meet the standards of academic progress for financial aid if unusual circumstances exist. Unusual and mitigating circumstances include, but are not limited to, a death in the student's family, medical condition, hospitalization, documented emotional distress, or other situations beyond the student's control.
All situations must be fully documented.

Program Objective Enrollment Compliance (POEC)

A Program Objective Enrollment Compliance (POEC) review is required for every student seeking federal student aid. In accordance with federal law, federal student aid funds can only be applied to classes that are recognized as being truly necessary for completion of a student's declared degree. To that end, we must verify (on a term-by-term basis) whether all classes for which a student is enrolled are required or not. Those classes that are confirmed to be required, i.e. POEC compliant, will be counted in enrollment status for federal student aid (as long as all other relevant eligibility criteria has been met). Classes that are identified as not required for degree completion will be flagged as such, and these non-compliant courses will be excluded from enrollment status.
To be clear, any coursework that is not required will not be included when calculating enrollment status for Title IV funds (Pell Grant, Direct Subsidized Loans, Direct Unsubsidized Loans, etc.). Students who qualify for aid that exceeds the actual cost of their compliant coursework may be able to apply that difference to non-compliant classes. If excess aid does not exist, the student who wishes to keep such classes on their schedule will need to pay for those classes out of pocket.

Repayment of Unearned Federal Financial Aid (Return of Title IV)

If you receive Title IV federal financial aid (Pell, Federal Loans, SEOG) and completely withdraw from all of your classes within the first 60% of the term, stop attending all classes without notification or have a break in attendance during the semester, a pro-rated portion of your financial aid may need to be repaid. In this case, you will be billed for aid that must be repaid, and holds will be placed on your record until the bill is settled.

This policy is derived from provisions of federal law. Students receiving Title IV aid should consult with the Financial Aid Office prior to withdrawing from any or all classes.

Rights and Responsibilities

As a student financial aid consumer,

You have the right to:
Be informed about financial aid application procedures, cost of attendance, aid available and renewal requirements.
Have confidential protection of your financial aid records. The contents of your financial aid file are maintained in accordance with the Family Educational Rights and Privacy Act (FERPA).
Request a review of decisions made by the NWFSC financial aid staff. A letter explaining your situation in detail should be submitted to the Executive Director of Financial Planning and Scholarships.
You have the responsibility to:
Complete applications correctly and on time.
Read and understand all materials sent to you from Financial Aid and other financial aid agencies by e-mail and/or letter; keep copies of all forms and materials submitted.
Know and comply with the rules governing your aid program(s).
Comply with the provisions of any promissory note and all other agreements you sign.
Register for the appropriate number of credits and maintain satisfactory academic progress.
Request personal assistance if you have questions or do not understand the information provided to you.
Register for courses that count toward your degree or certificate.

General Course Information

Florida's Statewide Course Numbering System

Courses in this catalog are identified by prefixes and numbers assigned by Florida's Statewide Course Numbering System (SCNS). All public postsecondary institutions in Florida and participating nonpublic institutions use this numbering system. This system facilitates the transfer of courses among participating institutions. Students and administrators use the online SCNS to obtain course descriptions and specific information about course transfer among participating Florida institutions. This information is available on the SCNS website at https://flscns.fldoe.org/

Each participating institution determines the title, credit, and content of its own courses and recommends the first digit of the course number to indicate the level at which students typically take the course. Course prefixes and the last three digits of the course numbers are assigned by members of faculty discipline committees appointed for that purpose by the Florida Department of Education in Tallahassee. Individuals nominated to serve on these committees are selected to maintain a representative balance as to type of institution and discipline field or specialization.

The course prefix and each digit in the course number convey meaning in the SCNS. The listing of prefixes and associated courses is referred to as the "SCNS taxonomy." Descriptions of the content of courses are referred to as "statewide course profiles."

Examples of Course Identifiers

Prefix	Level Code (first digit)	Century Digit (second digit)	Decade Digit (third digit)	Unit Digit (fourth digit)	Lab Code
ENC	1	1	0	1	English Composition

General Rule for Course Equivalencies

Equivalent courses at different institutions are identified by the same prefixes and same last three digits of the course number and are guaranteed to be transferable between participating institutions that offer the course, with a few exceptions, as listed below in Exceptions to the General Rule for Equivalency.

For example, a freshman composition skills course is offered by 84 different public and nonpublic postsecondary institutions. Each institution uses "ENC_101" to identify its freshman composition skills course. The level code is the first digit and represents the year in which students normally take the course at a specific institution. In the SCNS taxonomy, "ENC" means "English Composition," the century digit "1" represents "Freshman Composition," the decade digit "0" represents "Freshman Composition Skills," and the unit digit "1" represents "Freshman Composition Skills I."

In the sciences and certain other areas, a "C" or "L" after the course number is known as a lab indicator. The "C" represents a combined lecture and laboratory course that meets in the same place at the same time. The "L" represents a laboratory course or the laboratory part of a course that has the same prefix and course number but meets at a different time or place.

Transfer of any successfully completed course from one participating institution to another is guaranteed in cases where the course to be transferred is equivalent to one offered by the receiving institution. Equivalencies are established by the same prefix and last three digits and comparable faculty credentials at both institutions. For example, ENC 1101 is offered at a community college. The same course is offered at a state university as ENC 2101. A student who has successfully completed ENC 1101 at a Florida College System institution is guaranteed to receive transfer credit for ENC 2101 at the state university if the student transfers. The student cannot be required to take ENC 2101 again since ENC 1101 is equivalent to ENC 2101. Transfer credit must be awarded for successfully completed equivalent courses and used by the receiving institution to determine satisfaction of requirements by transfer students on the same basis as credit awarded to the native students. It is the prerogative of the receiving institution, however, to offer transfer credit for courses successfully completed that have not been designated as equivalent. NOTE: Credit generated at institutions on the quarter-term system may not transfer the equivalent number of credits to institutions on the semester-term system. For example, 4.0 quarter hours often transfers as 2.67 semester hours.

The Course Prefix

The course prefix is a three-letter designator for a major division of an academic discipline, subject matter area, or subcategory of knowledge. The prefix is not intended to identify the department in which a course is offered. Rather, the content of a course determines the assigned prefix to identify the course.

Authority for Acceptance of Equivalent Courses

Section 1007.24(7), Florida Statutes, states:
Any student who transfers among postsecondary institutions that are fully accredited by a regional or national accrediting agency recognized by the United States Department of Education and that participate in the statewide course numbering system shall be awarded credit by the receiving institution for courses satisfactorily completed by the student at the previous institutions. Credit shall be awarded if the courses are judged by the appropriate statewide course numbering system faculty committees representing school districts, public postsecondary educational institutions, and participating nonpublic postsecondary educational institutions to be academically equivalent to courses offered at the receiving institution, including equivalency of faculty credentials, regardless of the public or nonpublic control of the previous institution. The Department of Education shall ensure that credits to be accepted by a receiving institution are generated in courses for which the faculty possess credentials that are comparable to those required by the accrediting association of the receiving institution. The award of credit may be limited to courses that are entered in the statewide course numbering system. Credits awarded pursuant to this subsection shall satisfy institutional requirements on the same basis as credits awarded to native students.

Exceptions to the General Rule for Equivalency

Since the initial implementation of the SCNS, specific disciplines or types of courses have been excepted from the guarantee of transfer for equivalent courses. These include courses that must be evaluated individually or courses in which the student must be evaluated for mastery of skill and technique. The following courses are exceptions to the general rule for course equivalencies and may not transfer. Transferability is at the discretion of the receiving institution.
Courses not offered by the receiving institution.
For courses at nonregionally accredited institutions, courses offered prior to the established transfer date of the course in question.
Courses in the _900-999 series are not automatically transferable, and must be evaluated individually. These include such courses as Special Topics, Internships, Apprenticeships, Practica, Study Abroad, Theses, and Dissertations.
Graduate courses.
Internships, apprenticeships, practica, clinical experiences, and study abroad courses with numbers other than those ranging from 900-999.
Applied courses in the performing arts (Art, Dance, Interior Design, Music, and Theatre) and skills courses in Criminal Justice (academy certificate courses) are not guaranteed as transferable. These courses need evidence of achievement (e.g., portfolio, audition, interview, etc.).

Courses at Nonregionally Accredited Institutions

The SCNS makes available on its home page (https://flscns.fldoe.org/) a report entitled "Courses at Nonregionally Accredited Institutions" that contains a comprehensive listing of all nonpublic institution courses in the SCNS inventory, as well as each course's transfer level and transfer effective date. This report is updated monthly.
Questions about the SCNS and appeals regarding course credit transfer decisions should be directed to Northwest Florida State College, Office of the Vice President of Academic Affairs or to the Florida Department of Education, Office of Articulation, 1401 Turlington Building, Tallahassee, Florida 32399-0400. Special reports and technical information may be requested by calling the SCNS office at (850) 245-0427 or at https://flscns.fldoe.org/.

General Education

23-24 students science

A.A. General Education Requirements

Communications: 6

Communications courses provide students with the opportunity to enhance their ability to communicate effectively and to analyze communication critically.
NWFSC General Education Outcomes:
Demonstrate proficiency in reading, writing and speaking.
Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
Find, evaluate, organize and use information accurately and effectively.
A minimum grade of "C" in each Communications course is required for general education credit.
ENC 1101 - English Composition I 3 Credit Hours ♦ ¶
ENC 1102 - English Composition II 3 Credit Hours ¶

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Civic Literacy Competency
General Education Core Digital Badges
Gordon Rule
Speaking-Across-the-Curriculum
Writing-Across-the-Curriculum

Humanities: 6

The Humanities allow students to explore and reflect critically upon the human condition, demonstrating interpretive ability and cultural literacy.
NWFSC General Education Outcomes:
Demonstrate proficiency in reading, writing and speaking.

Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.
A minimum grade of "C" in each Humanities course is required for general education credit.
Choose one Core Humanities course and one General Humanities course, or
Choose two Core Humanities courses.

Core Humanities

ARH 1000 - Art Appreciation 3 Credit Hours † ♦ ¶
HUM 1020 - Humanities – Introduction 3 Credit Hours † ♦ ¶
MUL 1010 - Music Appreciation 3 Credit Hours † ♦ ¶
PHI 2010 - Introduction to Philosophy 3 Credit Hours † ♦ ¶
THE 2000 - Theatre Appreciation 3 Credit Hours † ♦ ¶

† Courses listed with this symbol address NWFSC's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶

Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

General Humanities

AML 2010 - American Literature: 1492 - 1865 3 Credit Hours ¶
AML 2020 - American Literature: 1865 - Present 3 Credit Hours ¶
ARH 2050 - Art History: Pre-Renaissance 3 Credit Hours † ¶
ARH 2051 - Art History: Renaissance - 18th Century Neo-Classicism 3 Credit Hours † ¶
ARH 2060 - Architecture History 3 Credit Hours † ¶
ARH 2402 - Art History: Modern Art 3 Credit Hours † ¶
ENL 2012A - English Literature: Old English through the Enlightenment 3 Credit Hours ¶
ENL 2022 - English Literature: Romantic Period Through the Present 3 Credit Hours ¶
HUM 2250 - Humanities – A Contemporary Perspective 3 Credit Hours † ¶
HUM 2700 - Humanities – Foreign Study 3 Credit Hours ¶
LIT 2090 - Contemporary Literature 3 Credit Hours ¶
LIT 2100 - World Literature: Antiquity through the Renaissance 3 Credit Hours ¶
LIT 2120 - World Literature: Renaissance through the Present 3 Credit Hours ¶
PHI 2600 - Introduction to Ethics 3 Credit Hours † ¶
REL 2300 - Introduction to World Religions 3 Credit Hours ¶
THE 2071 - Humanities – Cinema Appreciation 3 Credit Hours † ¶
THE 2300 - Dramatic Literature 3 Credit Hours † ¶

†	Courses listed with this symbol address NWFSC's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Mathematics: 6

Mathematics challenge students to develop their ability to determine and apply appropriate mathematical and computational models and methods in problem solving.
NWFSC General Education Outcome:
Understand and apply mathematical and scientific principles and methods.

All Mathematics courses listed below meet Mathematics requirements outlined in FAC Rule 6A-10.030.
A minimum grade of "C" in each Mathematics course is required for general education credit.
Choose one Core Mathematics course and one General Mathematics course, or
Choose two Core Mathematics courses. (Any student who successfully completes a Mathematics course for which one of the general education core course options in Mathematics is an immediate prerequisite shall be considered to have completed the Mathematics core.)

Core Mathematics

MAC 1105 - College Algebra 3 Credit Hours ♦
MAC 2311 - Calculus I 4 Credit Hours ♦
MGF 1106 - Practical Applications of Mathematics 3 Credit

Hours ♦
MGF 1107 - Math in Society 3 Credit Hours ♦
STA 2023 - Statistics 3 Credit Hours ♦

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

General Mathematics

MAC 1114 - Trigonometry 3 Credit Hours
MAC 1140 - Pre-Calculus Algebra 3 Credit Hours
MAC 2233 - Business Calculus 3 Credit Hours
MAC 2312 - Calculus II 4 Credit Hours
MAC 2313 - Calculus III 4 Credit Hours
MAD 2104 - Introduction to Discrete Mathematics 3 Credit Hours
MAP 2302 - Differential Equations 3 Credit Hours
MAS 2103 - Linear Algebra 3 Credit Hours
MTG 2206 - College Geometry 3 Credit Hours

Natural Sciences: 6

Natural Science courses provide the opportunity for students to recognize and comprehend fundamental concepts, principles, and processes about the natural world as they critically examine and evaluate scientific observation, hypothesis, or model construction.
NWFSC General Education Outcomes:
Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
Understand and apply mathematical and scientific principles and methods.
Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.
Choose one Biological Science course and one Physical Science course. At least one course selection must be a Core Natural Science course indicated by the ♦ symbol. (Any student who successfully completes a Science course for which one of the general education core course options in Science is an immediate prerequisite shall be considered to have completed the Science core.)

Biological Sciences

BOT 1010C - Botany 4 Credit Hours
BSC 1005 - General Biology 3 Credit Hours ♦
BSC 1010C - Principles of Biology I 4 Credit Hours ♦
BSC 1011C - Principles of Biology II 4 Credit Hours
BSC 1085C - Anatomy and Physiology I 4 Credit Hours ♦
BSC 1086C - Anatomy and Physiology II 4 Credit Hours
BSC 2020C - Human Structure and Function 4 Credit Hours
ZOO 1010C - Zoology 4 Credit Hours

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Physical Sciences

AST 1002 - Descriptive Astronomy 3 Credit Hours ♦
AST 1005 - Introduction to Astrobiology 3 Credit Hours
CHM 1020 - Chemical Science 3 Credit Hours ♦
CHM 1032C - General Chemistry for Life Sciences 4 Credit Hours
CHM 1045C - College Chemistry I 4 Credit Hours ♦
CHM 1046C - College Chemistry II 4 Credit Hours
ESC 1000 - Earth Science 3 Credit Hours ♦
EVR 1001C - Environmental Science 4 Credit Hours ♦
GLY 2010C - Principles of Geology I 4 Credit Hours
GLY 2100C - Principles of Geology II 4 Credit Hours
ISC 1003 - Natural Disasters – Causes, Consequences, Human Response 3 Credit Hours
MET 1010C - Introduction to Meteorology 4 Credit Hours
OCE 1001C - Oceanography 4 Credit Hours
PHY 1020 - Physical Science 3 Credit Hours ♦
PHY 1053C - General Physics Without Calculus I 4 Credit Hours ♦
PHY 1054C - General Physics Without Calculus II 4 Credit Hours
PHY 2048C - General Physics With Calculus I 4 Credit Hours ♦
PHY 2049C - General Physics with Calculus II 4 Credit Hours

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Social Sciences: 6

The Social Sciences allow students to develop their understanding of basic social and behavioral science concepts and principles used in the analysis of past and present, local and global behavioral, social, and cultural issues as they examine these issues from a variety of points of view.
NWFSC General Education Outcomes:
Demonstrate proficiency in reading, writing and speaking.
Find, evaluate, organize and use information accurately and effectively.
Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.

Choose one Behavioral Social Science course and one History/Government Social Science, or choose two History/Government Social Science courses.
At least one course must meet the Civic Literacy Requirement indicated by the Ω symbol

At least one course must be a Core Social Science course indicated by the ♦ symbol.

Behavioral Social Sciences

ANT 2000 - Introduction to Anthropology 3 Credit Hours ♦
ANT 2100 - Introduction to Archaeology 3 Credit Hours
DEP 2004 - Human Growth and Development 3 Credit Hours
ECO 2013 - Economics I 3 Credit Hours ♦
GEA 1000 - World Regional Geography 3 Credit Hours
PSY 2012 - Psychology 3 Credit Hours ♦
SYG 2000 - Sociology 3 Credit Hours ♦

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

History/Government Social Sciences

A minimum grade of "C" in each History/Government Social Science course is required for general education credit.
AMH 2010 - American History I 3 Credit Hours ¶
AMH 2020 - American History II 3 Credit Hours ♦ ¶ Ω
POS 1041 - American Government 3 Credit Hours ♦ ¶ Ω
SYG 2010 - Social Problems 3 Credit Hours ¶
WOH 1012 - World Civilization: Early Humans through Global Expansion 3 Credit Hours ¶
WOH 1022 - World Civilization: The Modern Period and Renaissance to the Present 3 Credit Hours ¶

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Ω Courses listed with this symbol meet the Civic Literacy Competency as outlined in section 1007.25(4), Florida Statutes (F.S.).

Additional General Education Credits: 6

Additional General Education Credits should be selected in alignment with a student's choice. Any general education hours over a total of 36 will apply as electives in the A.A. degree. Consult with an academic advisor for assistance.
ASL 1140 - American Sign Language I 4 Credit Hours
BSC 1005L - Biology Lab 1 Credit Hour
CGS 1100 - Microcomputer Applications 3 Credit Hours
CHI 1120 - Mandarin Chinese I 4 Credit Hours
ENG 1001 - Research Papers 1 Credit Hour
FRE 1120 - French I 4 Credit Hours
HLP 1081 - Wellness: Practice and Theory 3 Credit Hours
HUN 2201 - Nutrition 3 Credit Hours
LIS 1001 - Library Skills 1 Credit Hour
LIS 2004 - Introduction to Internet Research 1 Credit Hour
SLS 1101 - College Success 3 Credit Hours
SLS 2505 - Critical Thinking 3 Credit Hours
SPC 1006 - Essentials of Speech 1 Credit Hour †
SPC 1608 - Public Speaking 3 Credit Hours † (students transferring to FSU are advised to take SPC 1608)
SPC 2300 - Interpersonal Communication 3 Credit Hours †
SPN 1120 - Spanish I 4 Credit Hours
___ ____ - Any A.A. General Education Communications, Mathematics, Humanities, Natural Science, or Social Science course

† Courses listed with this symbol address NWFSC's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

Total A.A. General Education Credits Required: 36

Footnote Legend

Symbol	Description
♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
†	Courses listed with this symbol address NWFSC's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Ω	Courses listed with this symbol meet the Civic Literacy Competency as outlined in section 1007.25(4), Florida Statutes (F.S.).

A.A. Degree Checklist:

Have you completed a minimum of 60 credit hours in the following areas?
36 Hours of General Education
6 hours in Communications ("C" or better)
6 hours in Mathematics ("C" or better)
6 hours in Humanities ("C" or better)
6 hours in Natural Science
6 hours in Social Sciences ("C" or better in History/Government Social Science category)
6 hours in Additional General Education Credits if needed
24 hours of college credit A.A. transferable electives
Have you completed 25% of the Overall Number of Credits Required for your Degree at NWFSC?
Have you completed the foreign language requirement?
Have you met the minimum 2.0 institutional cumulative GPA requirements for the A.A.?
Have you met the Civic Literacy Competency (FAC Rule 6A-10.02413) requirement for the A.A.?

All A.A.S. degree programs at NWFSC require a minimum of 18 college credits in general education. Unless otherwise specified in the program requirements, students must complete one course from each of the following categories to meet general education requirements.
To assure that graduates of the state university and state college systems share a common base of General Education requirements, the State of Florida has designated general education core course options (designated with ♦) in each of five areas of study—Communication, Humanities, Mathematics, Natural Sciences, and Social Sciences. The A.A.S. degree programs provide flexibility for entering the job market or continuing education. Students who take general education courses are guaranteed transfer of those courses when continuing their education within the Florida College and University System.
NWFSC has embedded the core competencies of speaking, writing, and civic literacy in the A.A., A.S., and A.A.S. programs of study; by program design, all A.A. and A.S. graduates take courses that allow them to demonstrate their abilities in these important life skills.

Communications: 3

Communications courses provide students with the opportunity to enhance their ability to communicate effectively and to analyze communication critically.
NWFSC General Education Outcomes:
1 - Demonstrate proficiency in reading, writing and speaking.
2 - Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
4 - Find, evaluate, organize and use information accurately and effectively.
A minimum grade of "C" in each Communications course is required for general education credit.
ENC 1101 - English Composition I 3 Credit Hours ♦ ¶

Symbol	Description
♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Humanities: 3

The Humanities allow students to explore and reflect critically upon the human condition, demonstrating interpretive ability and cultural literacy.
NWFSC General Education Outcomes:
1 - Demonstrate proficiency in reading, writing and speaking.
2 - Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve

problems.
5 - Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.
A minimum grade of "C" in each Communications course is required for general education credit.
ARH 1000 - Art Appreciation 3 Credit Hours † ♦ ¶
HUM 1020 - Humanities – Introduction 3 Credit Hours † ♦ ¶
MUL 1010 - Music Appreciation 3 Credit Hours † ♦ ¶
PHI 2010 - Introduction to Philosophy 3 Credit Hours † ♦ ¶
THE 2000 - Theatre Appreciation 3 Credit Hours † ♦ ¶

Symbol	Description
♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
†	Courses listed with this symbol address NWFSC's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Mathematics: 3

Mathematics challenge students to develop their ability to determine and apply appropriate mathematical and computational models and methods in problem solving.
NWFSC General Education Outcome:
3. Understand and apply mathematical and scientific principles and methods.

All Mathematics courses listed below meet Mathematics requirements outlined in FAC Rule 6A-10.030.
A minimum grade of "C" in Mathematics courses is required for general education credit.
MAC 1105 - College Algebra 3 Credit Hours ♦
MAC 2311 - Calculus I 4 Credit Hours ♦
MGF 1106 - Practical Applications of Mathematics 3 Credit Hours ♦
MGF 1107 - Math in Society 3 Credit Hours ♦
STA 2023 - Statistics 3 Credit Hours ♦
___ ____ - Any other AA General Education Mathematics course

Symbol	Description
♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Natural Sciences: 3

Natural Science courses provide the opportunity for students to recognize and comprehend fundamental concepts, principles, and processes about the natural world as they critically examine and evaluate scientific observation, hypothesis, or model construction.
NWFSC General Education Outcomes:
2 - Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
3 - Understand and apply mathematical and scientific principles and methods.
5 - Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.

AST 1002 - Descriptive Astronomy 3 Credit Hours ♦
BSC 1005 - General Biology 3 Credit Hours ♦
BSC 1010C - Principles of Biology I 4 Credit Hours ♦
CHM 1020 - Chemical Science 3 Credit Hours ♦
CHM 1045C - College Chemistry I 4 Credit Hours ♦
ESC 1000 - Earth Science 3 Credit Hours ♦
EVR 1001C - Environmental Science 4 Credit Hours ♦
PHY 1020 - Physical Science 3 Credit Hours ♦
PHY 1053C - General Physics Without Calculus I 4 Credit Hours ♦
PHY 2048C - General Physics With Calculus I 4 Credit Hours ♦

Symbol	Description
♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Social Sciences: 3

The Social Sciences allow students to develop their understanding of basic social and behavioral science concepts and principles used in the analysis of past and present, local and global behavioral, social, and cultural issues as they examine these issues from a variety of points of view.
NWFSC General Education Outcomes:
1 - Demonstrate proficiency in reading, writing and speaking.
4 - Find, evaluate, organize and use information accurately and effectively.
5 - Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.
AMH 2020 - American History II 3 Credit Hours ♦ ¶ Ω
POS 1041 - American Government 3 Credit Hours ♦ ¶ Ω

Symbol	Description

♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω	Courses listed with this symbol meet the Civic Literacy Competency as outlined in section 1007.25(4), Florida Statutes (F.S.).

Additional General Education Credits: 3

♦	Core General Education
†	Speaking-Across-the-Curriculum

ASL 1140 - American Sign Language I 4 Credit Hours
BSC 1005L - Biology Lab 1 Credit Hour
CGS 1100 - Microcomputer Applications 3 Credit Hours
CHI 1120 - Mandarin Chinese I 4 Credit Hours
ENG 1001 - Research Papers 1 Credit Hour
FRE 1120 - French I 4 Credit Hours
HLP 1081 - Wellness: Practice and Theory 3 Credit Hours
HUN 2201 - Nutrition 3 Credit Hours
LIS 1001 - Library Skills 1 Credit Hour
LIS 2004 - Introduction to Internet Research 1 Credit Hour

SLS 1101 - College Success 3 Credit Hours
SLS 2505 - Critical Thinking 3 Credit Hours
SPC 1006 - Essentials of Speech 1 Credit Hour †
SPC 1608 - Public Speaking 3 Credit Hours †
SPC 2300 - Interpersonal Communication 3 Credit Hours †
SPN 1120 - Spanish I 4 Credit Hours
___ ____ - Any other AA General Education course

Total AAS General Education Credits Required: 18

Footnote Legend

Symbol	Description
♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
†	Courses listed with this symbol address NWF State College's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω	Courses listed with this symbol meet the Civic Literacy Competency as outlined in section 1007.25(4), Florida Statutes (F.S.).

AAS Degree Checklist:

Have you completed a minimum of 18 credit hours in the following areas?
3 hours in Communications core course – ("C" or better)
3 hours in Humanities core course – ("C" or better)
3 hours in Social Sciences core course
3 hours in Mathematics core course – ("C" or better)
3 hours in Natural Sciences core course
3 Additional hours in General Education Credits
Have you completed the required Core and Technical Elective course work for your A.A.S. degree?
Have you completed 25% of the Overall Number of Credits Required for your A.A.S Degree at NWFSC?
Have you met the minimum 2.0 instituitional cumulative GPA requirements for the A.A.S.?
Have you met the Civic Literacy Competency requirement (completed the course and passed the assessment)?

All A.S. degree programs at NWFSC require a minimum of 18 college credits in general education. Unless otherwise specified in the program requirements, students must complete one course from each of the following categories to meet general education requirements.
To assure that graduates of the state university and state college systems share a common base of General Education requirements, the State of Florida has designated general education core course options (designated with ♦) in each of five areas of study—Communication, Humanities, Mathematics, Natural Sciences, and Social Sciences. The A.S. degree programs provide flexibility for entering the job market or continuing education. Students who take general education courses are guaranteed transfer of those courses when

continuing their education within the Florida College and University System.

NWFSC has embedded the core competencies of speaking, writing, and civic literacy in both the A.A. and A.S. programs of study; by program design, all A.A. and A.S. graduates take courses that allow them to demonstrate their abilities in these important life skills.

Communications: 3

Communications courses provide students with the opportunity to enhance their ability to communicate effectively and to analyze communication critically.
NWFSC General Education Outcomes:
1 - Demonstrate proficiency in reading, writing and speaking.
2 - Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
3 - Find, evaluate, organize and use information accurately and effectively.
A minimum grade of "C" in each Communications course is required for general education credit.
ENC 1101 - English Composition I 3 Credit Hours ♦ ¶

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Humanities: 3

The Humanities allow students to explore and reflect critically upon the human condition, demonstrating interpretive ability and cultural literacy.
NWFSC General Education Outcomes:
1 - Demonstrate proficiency in reading, writing and speaking.
2 - Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
5 - Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.

A minimum grade of "C" in Humanities courses is required for general education credit.
ARH 1000 - Art Appreciation 3 Credit Hours † ♦ ¶
HUM 1020 - Humanities – Introduction 3 Credit Hours † ♦ ¶
MUL 1010 - Music Appreciation 3 Credit Hours † ♦ ¶
PHI 2010 - Introduction to Philosophy 3 Credit Hours † ♦ ¶
THE 2000 - Theatre Appreciation 3 Credit Hours † ♦ ¶

♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
†	Courses listed with this symbol address NWF State College's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Mathematics: 3

Mathematics challenge students to develop their ability to determine and apply appropriate mathematical and computational models and methods in problem solving.

NWFSC General Education Outcome:
3 - Understand and apply mathematical and scientific principles and methods.
All Mathematics courses listed below meet Mathematics requirements outlined in FAC Rule 6A-10.030.
A minimum grade of "C" in Mathematics courses is required for general education credit.
MAC 1105 - College Algebra 3 Credit Hours ♦
MAC 2311 - Calculus I 4 Credit Hours ♦
MGF 1106 - Practical Applications of Mathematics 3 Credit Hours ♦
MGF 1107 - Math in Society 3 Credit Hours ♦
STA 2023 - Statistics 3 Credit Hours ♦

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Natural Sciences: 3

Natural Science courses provide the opportunity for students to recognize and comprehend fundamental concepts, principles, and processes about the natural world as they critically examine and evaluate scientific observation, hypothesis, or model construction.
NWFSC General Education Outcomes:
2 - Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
3 - Understand and apply mathematical and scientific principles and methods.
3 - Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.
AST 1002 - Descriptive Astronomy 3 Credit Hours ♦
BSC 1005 - General Biology 3 Credit Hours ♦
BSC 1010C - Principles of Biology I 4 Credit Hours ♦
BSC 1085C - Anatomy and Physiology I 4 Credit Hours ♦
CHM 1020 - Chemical Science 3 Credit Hours ♦
CHM 1045C - College Chemistry I 4 Credit Hours ♦
ESC 1000 - Earth Science 3 Credit Hours ♦
EVR 1001C - Environmental Science 4 Credit Hours ♦
PHY 1020 - Physical Science 3 Credit Hours ♦
PHY 1053C - General Physics Without Calculus I 4 Credit

Hours ♦
PHY 2048C - General Physics With Calculus I 4 Credit Hours ♦

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Social Sciences: 3

The Social Sciences allow students to develop their understanding of basic social and behavioral science concepts and principles used in the analysis of past and present, local and global behavioral, social, and cultural issues as they examine these issues from a variety of points of view.
NWFSC General Education Outcomes:
1 - Demonstrate proficiency in reading, writing and speaking.
4 - Find, evaluate, organize and use information accurately and effectively.
5 - Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.
A minimum grade of "C" in courses with the ¶ symbol is required for general education credit.
AMH 2020 - American History II 3 Credit Hours ♦ ¶ Ω
ANT 2000 - Introduction to Anthropology 3 Credit Hours ♦
ECO 2013 - Economics I 3 Credit Hours ♦
POS 1041 - American Government 3 Credit Hours ♦ ¶ Ω
PSY 2012 - Psychology 3 Credit Hours ♦
SYG 2000 - Sociology 3 Credit Hours ♦

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω	Courses listed with this symbol meet the Civic Literacy Competency as outlined in section 1007.25(4), Florida Statutes (F.S.).

Additional General Education Credits: 3

ASL 1140 - American Sign Language I 4 Credit Hours
BSC 1005L - Biology Lab 1 Credit Hour
CGS 1100 - Microcomputer Applications 3 Credit Hours
CHI 1120 - Mandarin Chinese I 4 Credit Hours
ENG 1001 - Research Papers 1 Credit Hour
FRE 1120 - French I 4 Credit Hours
HLP 1081 - Wellness: Practice and Theory 3 Credit Hours
HUN 2201 - Nutrition 3 Credit Hours
LIS 1001 - Library Skills 1 Credit Hour
LIS 2004 - Introduction to Internet Research 1 Credit Hour
SLS 1101 - College Success 3 Credit Hours
SLS 2505 - Critical Thinking 3 Credit Hours
SPC 1006 - Essentials of Speech 1 Credit Hour †
SPC 1608 - Public Speaking 3 Credit Hours †
SPC 2300 - Interpersonal Communication 3 Credit Hours †
SPN 1120 - Spanish I 4 Credit Hours
___ ____ - Any other AA General Education course

†	Courses listed with this symbol address NWF State College's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

Total AS General Education Credits Required: 18

Footnote Legend

Symbol	Description
♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
†	Courses listed with this symbol address NWF State College's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω	Courses listed with this symbol meet the Civic Literacy Competency as outlined in section 1007.25(4), Florida Statutes (F.S.).

AS Degree Checklist:

Have you completed a minimum of 18 credit hours in the following areas?
3 hours in Communications core course – ("C" or better)
3 hours in Humanities core course – ("C" or better)
3 hours in Social Sciences core course ("C" or better)
3 hours in Mathematics core course – ("C" or better)
3 hours in Natural Sciences core course ("C" or better)
3 Additional hours in General Education Credits
Have you met the Civic Literacy Competency (completed the course and passed the assessment)?
Have you completed the required Core and Technical Elective (if applicable) course work for your AS degree?
Have you completed at least 25% of the total number of credits for your AS degree at NWFSC?
Have you met the minimum 2.0 institutional cumulative GPA requirements for the AS?

All NWFSC degree programs contain both specialized courses and general education courses. Bachelor of Applied Science (B.A.S.), Bachelor of Science (B.S.) and Associate in Arts (A.A.) students complete at least thirty-six (36) general education credits from five subject area categories. Associate in Science students complete at least eighteen (18) general education credits from five (5) subject areas. The general education component of each program is designed to further the mission and goals of the College.

General Education in All Degrees

All NWFSC degree programs contain both general education courses and specialized courses. Students enrolled in Bachelor of Applied Science, Bachelor of Science and Associate in Arts programs complete at least thirty-six (36) general education credits from five subject area categories - Communications, Humanities, Mathematics, Natural Sciences, and Social Sciences. The general education component of each program is designed to further the mission and goals of the college. Upon successful

completion of general education coursework, the student will:
Demonstrate proficiency in reading, writing and speaking;
Apply reflection, analysis, synthesis, logical reasoning and evaluation to formulate judgments, reach decisions and solve problems;
Understand and apply mathematical and scientific principles and methods;
Find, evaluate, organize and use information accurately and effectively; and
Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.
The NWFSC General Education Program is designed to conform to all applicable regional accreditation criteria, Florida State Board of Education Rules, and the Florida Statewide Articulation Agreement. Associate in Science students complete at least eighteen (18) general education credits from five (5) subject areas also the general education component of each program is also designed to further the mission and goals of NWFSC. NWFSC's General Education program incorporates Speaking-Across-the-Curriculum and Writing-Across-the-Curriculum requirements.

Speaking-Across-The-Curriculum

Oral communication is an integral part of the NWFSC general education program; thus several general education courses include graded activities designed to build speaking and communication skills. All Bachelor of Applied Science (B.A.S.), Bachelor of Science (B.S.), Associate in Arts (A.A.), Associate of Science (A.S.), and Associate of Applied Science (A.A.S.) degree-seekers must satisfy the Speaking-Across-the-Curriculum requirement and may do so by completing at least one of the general education courses designated as part of the Speaking-Across-the-Curriculum component of the General Education program. See the A.A. Degree General Education Requirements of catalog for specific courses.

Writing-Across-The-Curriculum

All associate degree students must complete at least one three-credit writing class as part of their general education program. Additional writing activities are required in all general education humanities courses. Bachelor of Applied Science, Bachelor of Science and Associate in Arts students must complete twelve (12) to fifteen (15) college credits from designated General Education Gordon Rule Communication, Humanities and Social Science subject areas. All associate degree students must complete 3 college credits from designated General Education Gordon Rule Communication, Humanities, and Social Science subject areas. See the A.A. Degree General Education section of catalog for specific courses.

Gordon Rule

Florida's Gordon Rule (FAC Rule 6A-10.030) includes a legislative mandate that all baccalaureate and Associate in Arts graduates successfully complete specific writing and math requirements. Bachelor of Applied Science, Bachelor of Science and Associate in Arts graduates must have successfully completed at least 21 college credits from designated General Education Gordon Rule Communication, Humanities, Social Science and Mathematics subject areas. A.S. graduates must have successfully completed at least 9 college credits from designated General Education Gordon Rule Communication, Humanities, Social Science and Mathematics subject areas.
All Bachelor of Applied Science (B.A.S.), Bachelor of Science (B.S.), Associate in Arts (A.A.), Associate of Science (A.S.), and Associate of Applied Science (A.A.S.) degree-seekers must also earn a grade of "C" or higher in each Gordon Rule course used to satisfy general education requirements, whether the credits are earned at NWFSC or elsewhere.

Civic Literacy Competency

In accordance with Rule 6A-10.02413, Florida Administrative Code (F.A.C.), Civic Literacy Competency, as required by section 1007.25(4), Florida Statutes (F.S.), students enrolled in an A.A. or baccalaureate program initially entering the Florida College System or State University System under the 2021-2022 Catalog or later must demonstrate civic literacy competency prior to graduation through successful completion (with a grade of "C" or higher) of POS 1041 or AMH 2020 and by achieving a passing score on an assessment outlined in the table below.
Prior to the award of an associate in science or associate in applied science degree, students initially entering a Florida College System institution in the 2022-23 school year, and thereafter, must demonstrate competency in civic literacy.

Assessment	Standard Score

AP Government and Politics: United States	3
AP United States History	4
CLEP: American Government	50
Florida Civic Literacy Exam	60%

General Education Core Digital Badges

ENC1101 and the "Fundamentals of Written Communication" Digital Badge
Upon completion of ENC1101 or a course for which ENC1101 is a prerequisite with a grade "C" or better, a "Fundamentals of Written Communication" digital badge will be automatically awarded.
Defining "Fundamentals of Written Communication"
Effective written communication is the ability to communicate ideas, information, and perspectives clearly, adapting a message to different audiences and situations, and using the appropriate style to convey meaning in various written contexts.
Learning Outcomes
By completing the college course associated with this badge, you will demonstrate information literacy, comprehension of written material, and conveying information in writing for a variety of rhetorical purposes and audiences. Some of the learning outcomes associated with the college course that results in this badge include the following:
Examining and analyzing written material.
Synthesizing information and ideas.
Developing content relevant to the purpose.
Demonstrating the ability to write to a specific audience.
Presenting a perspective informed by research and critical thinking.
Revising written communication based on feedback.
Importance in Workplace
Enhances an employee's ability to interpret and evaluate a wide variety of written material.
Promotes research, critical thinking, and problem solving.
Advances the development of clearly written material relevant to the intent.
Enhances the use of appropriate language for the intended audience.
Increases the competent, effective, and responsible use of information.
Image
A digital badge will be available to students upon completion of credential requirements. This badge includes the logos for the FCS and SUS and includes the title, "Fundamentals of Written Communication."

Graduation

girl graduate

Additional Degrees
Commencement Ceremony
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Graduation Process

The goal of the graduation process at Northwest Florida State College (NWFSC) is to ensure that a student's official transcript reflects every credential the student has earned at the College. As such, once grades are posted at the end of each semester,

NWFSC conducts an auto-graduation review to identify students that have met all requirements for their program of study. The student will only be reviewed for completion of programs that are listed on the student's official Degree Works audit at the time the auto-graduation review is conducted. If a student is pursuing a program that does not appear on their Degree Works audit, they need to contact Student Success Navigation at (850) 502-2895 or studentsuccess@nwfsc.edu. It is the student's responsibility to notify the College if their program of study is incorrect within Degree Works. Students who are identified as meeting all program requirements will automatically be awarded the applicable credential. Students are not permitted to delay the receipt of their earned credential for which they have already completed all requirements nor may they request that it be removed from their permanent record.

If a student has an incomplete admissions file or is completing the remaining course(s) as a transient student at a different institution, the Office of Academic Records and Enrollment must receive all outstanding items by the Graduation deadline. Applicable Graduation deadlines will be sent to each student's NWFSC student email account. If the student fails to submit all outstanding items by the deadline, they will not be reviewed for graduation again until the subsequent term's auto-graduation process. Students may not request to have their Graduation Date back-dated to a previous term.

Students are responsible for selecting courses that meet program requirements and for earning the required minimum grades in those courses. Students are encouraged to meet with a Student Success Navigator each semester to confirm that the student is progressing toward degree completion as expected. Students may review their graduation progress through the Degree Works degree audit component of RaiderNet.

Upon completion of the auto-graduation process, students awarded their credential will be notified via their NWFSC student email account.

Transcripts will not be released, nor a degree verification be completed, for students with an incomplete admissions file or outstanding financial obligation to the College.

Effective Catalog Policy

Students must follow the program requirements outlined in the College Catalog in effect for the term in which the student is admitted to that program (for example, students admitted into a program for Fall 2023, Spring 2024, or Summer 2024 will fall under the 2023-2024 College Catalog). A student who breaks enrollment (i.e., fails to register for three consecutive semesters) is required to re-apply, at which time they must complete the requirements for graduation under the College Catalog in effect for the term of re-admission. Students who broke enrollment because of extenuating circumstances or who were within one semester of graduating at the time of separation may request an Effective Catalog Appeal by submitting a Request for Exception: Records Form. Students are encouraged to speak with a Student Success Navigator prior to submitting the request to ensure that a change in Effective Catalog will not inadvertently delay the student's degree progress.

Institutional Residency

Students must complete a minimum of 25% of the required coursework for each credential at NWFSC to meet the institutional residency requirements.

Additional Degrees

A student who earns a degree at NWFSC may be granted a second or additional degree under the following conditions:

A student may only be awarded one Associate in Arts (A.A.) degree. Students who have already received an A.A. from another institution are not eligible to receive the A.A. degree from NWFSC.

A second Bachelor of Science, Bachelor of Applied Science, or Associate in Science degree may not be earned in the same degree if that degree program offers more than one emphasis. For example, a student may only receive one Bachelor of Applied Science in Project Management degree and one Bachelor of Applied Science in Management and Supervision degree, even though these programs have several emphasis options for a student to choose from. An additional Bachelor of Science or Bachelor of Applied Science degree will require at least 30 credits in addition to the new program's standard coursework requirements. The additional 30 credits may be core credits and/or general education credits but it is recommended that these additional credits be technical courses that support the specific program of study and aligns with the student's future educational and career goals. Students are encouraged to work closely with their intended program's Department Chair/Program Director to ensure that the student is taking the most beneficial coursework.

An additional Associate in Science (A.S.) degree shall require at least 15 credits in addition to the new program's standard

coursework requirements. The additional 15 credits may be core credits and/or general education credits but it recommended that these additional credits be technical courses that support the specific program of study and align with the student's future educational and career goals. Students are encouraged to work closely with their intended program's Department Chair/Program Director to ensure that the student is taking the most beneficial coursework.
Students who have been awarded a prior degree from a regionally accredited institution or comparable international institution may have already met some of the graduation requirements through coursework taken as part of the previous degree. This may include general education requirements or other program-specific graduation requirements. However, numerous NWFSC graduation requirements are specifically mandated by Florida Statute and/or Florida Administrative Code and therefore must be met prior to the award of an NWFSC degree. Students who would like their previous degree coursework reviewed to see if additional graduation requirements can be waived should submit a Transfer Credit Appeal Form. Please note that pre-requisites for major courses are still required.
All other requirements for graduation remain in effect for students pursuing additional degrees.

Posthumous Degree

The College, upon recommendation of the President, may award a "Degree in Memoriam" in honor of an associate or baccalaureate student who deceases while enrolled, provided all requirements are met pursuant to Board of Trustee Policy TL 19.00:
The award of the degree is requested by a member of the student's immediate family,
The request is received within two years of the student's death,
The student was enrolled at the time of death (summer excluded), or their continuous enrollment was interrupted by their injury, illness, deployment, etc.,
The student was in good academic standing at the time of death, and
The student had completed a substantial part of the academic program (>75%).
A member of the student's immediate family should contact the Office of Academic Records and Enrollment to nominate their student for a posthumous degree. The College will notify the nominating family member of the final decision in writing. Posthumous degrees may be presented to appropriate members of the student's immediate family at a Board of Trustee Meeting or at a Commencement Ceremony.

Graduation Honors

At the time of graduation, for students enrolled in an associate or baccalaureate degree program, the student's Undergraduate (UG) Institutional Cumulative Grade Point Average (GPA) will be used to determine recognition of outstanding academic achievement. If the student's UG Institutional Cumulative GPA meets the standards, and if the student meets all other graduation requirements, he or she will graduate with the appropriate level of honors. The following honors will be posted on the diploma and the transcript as applicable:

GRADUATION HONORS FOR ASSOCIATE AND BACCALAUREATE DEGREE
Cum Laude
Magna Cum Laude
Summa Cum Laude
UG Institutional Cumulative GPA of 3.50 – 3.79
UG Institutional Cumulative GPA of 3.80 – 3.99
UG Institutional Cumulative GPA of 4.00

At the time of graduation, for students enrolled in a College Credit Certificate, the student's Undergraduate (UG) Institutional Cumulative Grade Point Average (GPA) will be used to determine recognition of outstanding academic achievement. If the student's UG Institutional Cumulative GPA meets the standards, and if the student meets all other graduation requirements, he or she will graduate with the appropriate level of honors. The following honors will be posted on the diploma and the transcript as applicable:

GRADUATION HONORS FOR COLLEGE CREDIT CERTIFICATE

Honors
High Honors
Highest Honors
UG Institutional Cumulative GPA of 3.50 – 3.79
UG Institutional Cumulative GPA of 3.80 – 3.99
UG Institutional Cumulative GPA of 4.00

At the time of graduation, for students enrolled in a Career Certificate or Applied Technology Diploma, the student's Vocational (VC) Institutional Cumulative Grade Point Average (GPA) will be used to determine recognition of outstanding academic achievement. If the student's VC Institutional Cumulative GPA meets the standards, and if the student meets all other graduation requirements, he or she will graduate with the appropriate level of honors. The following honors will be posted on the diploma and the transcript as applicable:

GRADUATION HONORS FOR CAREER CERTIFICATE AND APPLIED TECHNOLOGY DIPLOMA
Honors
High Honors
Highest Honors
VC Institutional Cumulative GPA of 3.50 – 3.79
VC Institutional Cumulative GPA of 3.80 – 3.99
VC Institutional Cumulative GPA of 4.00

Commencement Ceremony

NWFSC hosts Commencement Ceremonies at the end of the fall semester and spring semesters. The Fall Commencement Ceremony honors graduates from the previous summer and potential fall semester graduates. The Spring Commencement Ceremony honors potential spring semester graduates. Students participating in the ceremony are strongly encouraged RSVP prior to the ceremony. Students will be contacted via their NWFSC email account with instructions on how to RSVP. For more information regarding the Commencement Ceremony, please refer to the Commencement webpage.

Commencement Regalia

Graduation regalia to include cap, gown, tassel, and baccalaureate stole are available at the Barnes and Noble College Store located on the Niceville campus approximately four weeks prior to graduation. Graduation regalia is required for participation. Honor cords are provided by the College and are given out at the Commencement check-in station on the day of the ceremony. Please note that because the Commencement Ceremony normally takes place prior to the posting of final grades for the current semester, potential graduates will have honor cords assigned based on the honor designation as of the last completed semester. Once final grades are posted, the final honors designation according will appear on the student's official transcript. For more information regarding graduation, please refer to the Commencement webpage. For additional information concerning graduation regalia, please call the Niceville Barnes and Noble College Store at (850) 729-5384.

Diplomas

Diplomas are mailed 6-8 weeks after all degree awards have been posted for the semester. It may take up to 8 weeks for the diploma to be shipped. The diploma will be mailed to the mailing address on file with the College. If no mailing address exists, the diploma will be mailed to the permanent address listed on the student's record. It is the student's responsibility to make sure the College has the most up-to-date contact information on file. A student can update their address information within RaiderNet. If a student needs assistance updating their address, they can contact Student Success Navigation at (850) 502-2895 or studentsuccess@nwfsc.edu.

Educational records are maintained under a student's full legal name and this is the name that will appear on the student's NWFSC diploma. Any desired changes to the student's legal name will require the student to submit a Student Name Change request to the Office of Academic Records and Enrollment and provide appropriate supporting documentation as applicable. Please contact the Office of Academic Records and Enrollment at (850) 502-2895 or registrar@nwfsc.edu for specific information regarding the Student Name Change request. If a student would like their diploma to reflect a name other than the full legal name, they must submit a request in writing to the Executive Director of Academic Records and Enrollment for consideration. Approval to use a name other than the student's legal name is up to the discretion of the Executive Director of Academic Records and Enrollment. Diplomas may not be released to students with an incomplete admissions file or outstanding financial obligation to the College.

Reverse Transfer Degrees

Reverse transfer is the process of awarding the Associate in Arts (A.A.) degree after a student has transferred to a four-year institution and completes the remaining degree requirements.

Reverse Transfer Between NWFSC and State Universities

In 2021, the State Board of Education and the Board of Governors adopted the Statewide Reverse Transfer Articulation Agreement between the Florida College System (FCS) and The State University System of Florida (SUS). This agreement sets forth the conditions regarding statewide reverse transfer between the SUS and the FCS and provides the procedures whereby member institutions of the FCS and SUS participate.

Eligibility Criteria

To be eligible for reverse transfer under this agreement, a student must meet the following criteria:

- Be currently enrolled in a state university (find a list of SUS institutions here)
- Earned at least 30 college credits at NWFSC
- Transferred to a SUS institution before earning the A.A. degree
- Earned at least 60 college credits overall
- Completed all general education requirements
- Met the Civic Literacy Requirement per F.S. 1007.25
- Met the Foreign Language Requirement per F.S. 1007.25
- Met the Communication and Computation Requirement per F.A.C. 6A-10.030
- Be in Good Academic Standing at both NWFSC and the SUS institution
- Cleared all financial obligations at both NWFSC and the SUS institution
- Have not earned a baccalaureate degree
- Consented to allow the SUS to transmit the necessary information to NWFSC
- Have met all other NWFSC graduation requirements for the A.A. degree

Reverse Transfer Process

1. The SUS institution will contact students they have identified as eligible for reverse transfer and provide an opportunity for the student to opt-in to the process. Students should contact their SUS for specific details on the eligibility identification process. A list of SUS reverse transfer contacts is available on the FLDOE reverse transfer webpage.
2. Each SUS will provide NWFSC with a list of eligible students who have opted-in to be reviewed for A.A. degree completion.
3. NWFSC will review each student provided by the SUS for A.A. degree completion. Students will be reviewed under the catalog requirements in place at the time of the graduation review. For example, students being reviewed for degree completion during the Fall 2023, Spring 2024, or Summer 2024 semesters must meet graduation requirements as outlined in the NWFSC 2023-2024 Catalog. Students who do not meet graduation requirements under the current catalog may be reviewed under their assigned catalog during their last semester in attendance at NWFSC, only if they meet the following criteria: the student enrolled at the SUS within 3 semesters of leaving NWFSC and has been continuously enrolled at the SUS (NWFSC defines continuously enrolled as no more than 2 semesters with zero enrollment).
4. NWFSC will award the A.A. degree to students who have met all graduation requirements. The degree will be posted to their official transcript with a graduation date equal to the date the degree review was completed (NWFSC will not back-date the degree award).
5. NWFSC will notify each student of the result of the A.A. degree review. NWFSC will notify the SUS of the result of each student review.

Other Reverse Transfer Opportunities

Students who transfer to a four-year institution that is not a part of the SUS may also be reviewed for reverse transfer eligibility. Students should submit the Reverse Transfer Request Form to initiate the review process. Official transcripts will need to be on file for the A.A. degree review to be conducted.

Students with questions regarding reverse transfer may contact a Student Success Navigator at (850) 502-2895 or

studentsuccess@nwfsc.edu.

Paying for College

Full payment of tuition and fees is required by the payment due date posted in RaiderNet. Payment may be made in person for cash or check at any of our campus/center locations. Payment via e-check (ACH), MasterCard, Visa, American Express, or Discover credit cards is available online through the student's RaiderNet account. Students who have not paid their account balance in full by the payment due date will be dropped from their classes. The College may grant deferments as specifically defined by Florida Statutes. Payment may be made in person for cash or check at any of our campus/center locations. Payment via e-check (ACH), MasterCard, Visa, American Express, or Discover credit cards is available online through the student's RaiderNet account. Students who have not paid their account balance in full by the payment due date will be dropped from their classes. The College may grant deferments as specifically defined by Florida Statutes.

Fees

These fees are subject to change by the Florida Legislature and the Board of Trustees based on the June 2023 Board Meeting. Current fees are available from the College Business Office and are published in the class schedule. These fees apply whenever applicable, except: (1) for courses in which complimentary instructional services or equivalent program costs are provided by appropriate persons, agencies or organizations; or (2) when specifically waived by the Board of Trustees. Active Duty Military residing in this state and their dependents are eligible to pay in-state tuition rate. The Active Duty Service Member and/or their dependent must complete the Declaration of the Florida Residency to receive this benefit. The College's full residency policy can be found in the Florida Residency for Tuition Purposes section of the Catalog's Admissions page. The fees listed below are for the 2023-2024 academic year.
Fees Subject to Change by Action of the Florida Legislature and the NWFSC Board of Trustees without notice.

Fees Per Credit Hour - Applied Technology Diploma or Career Certificate Program (30 clock hours = 1 vocational credit hour)

Description	Florida Resident Cost	Border State (Alabama) Cost	NWF Online Out-of-State Cost	Non-Florida Resident Cost
Tuition	$71.70	$72.70	$72.70	-
Out-of-State Tuition	-	-	-	$286.80
Mandatory State Fees*	$14.40	$14.40	$14.40	$57.30
Total Tuition	$86.10	$87.10	$87.10	$344.10

Fees Per Credit Hour - Associate Level and Developmental Education Courses

Description	Florida Resident Cost	Border State (Alabama) Cost	NWF Online Out-of-State Cost	Non-Florida Resident Cost
Tuition	$82.77	$83.77	$83.77	-
Out-of-State Tuition	-	-	-	$331.08
Mandatory State Fees*	$21.24	$21.24	$21.24	$66.94
Total Tuition	$104.01	$105.01	$105.01	$398.02

Fees Per Credit Hour - Bachelor Level

Description	Florida Resident Cost	Border State (Alabama) Cost	NWF Online Out-of-State Cost	Non-Florida Resident Cost
Tuition	$91.79	$92.79	$92.79	-
Out-of-State Tuition	-	-	-	$367.16
Mandatory State Fees*	$30.80	$30.80	$30.80	$83.70
Total Tuition	$122.59	$123.59	$123.59	$450.86

*Mandatory Fees represent financial aid, student activity, capital improvement, and technology fees as per Florida Statute 1009.23. Laboratory and Special Tuition Fees exist to cover unique costs related to a given course. The amount is determined course-by-course and is based on the instructional costs for each. A fee schedule is on file in the Business Office and is printed in the class schedule each session.

Full Cost of Instruction for Third Attempt

Per Florida Statute 1009.285, after the second attempt in any college-credit or developmental course, a student will be required to pay the full cost of instruction (the out-of-state rate; approximately four times the usual matriculation fees) to repeat the course. A student may petition to have the out-of-state portion waived based on documented extenuating circumstances (i.e., situations that are outside of the student's control and prevented the student from successfully completing the course during the prior attempts such as illness, death of an immediate family member, call to military duty, etc.) by submitting the Request for Exception: Business Office form. Please see the official appeal form for specific guidelines and criteria. Students needing assistance with this form should contact a Student Success Navigator at studentsuccess@nwfsc.edu or (850) 502-2895.

RaiderCards

The RaiderCard is a student identification card that is issued to college credit students after tuition fees are paid. There is a $15 fee per term.
The RaiderCard provides access to the College Learning Resource center and free admission to NWFSC athletic events and certain cultural events offered by the college. RaiderCards are re-activated each time a student re-enrolls.

Other Fees and Charges

Workforce Education	At Full Cost of Instruction
Distance Learning Fee	$15.00 per credit hour
Hybrid Learning Fee	$7.50 per credit hour
Library Purposes	Lost Book Charge
Actual cost of replacement (if available) or $30.00	Return Check Fee
$25.00	Special Service Charges
At Cost	Student Access Fee*
Per semester fee	$15.00
Replacement fee	$15.00

Transcript Fee (per transcript)	$10.00 electronic or $15.00 paper

* Student Access Fee is required of all college credit students.

Course Fees

In accordance with Florida Statute 1009.23 (12)(a), course and lab fees are adjusted each year upon board approval. These fees cover expenses unique to course offerings such as laboratory fees, standardized testing fees, and other direct course level expenditures. To view course and lab fees, visit NWFSC Search.

Parking Fines

Parking permits are not required for students or visitors that park in white or green lined spaces at all NWFSC Campus and Center locations. All faculty/staff vehicle operators must display a parking permit on their vehicle when parking in designated parking areas. Parking regulation details are located here. Violating NWFSC's parking regulations may result in parking fines being assessed or the vehicle being towed.

Fines and Debts to the College

All unpaid debts, including Federal Guaranteed Student Loans, with NWFSC will result in fines being assessed or the withholding of transcripts, diplomas, certificates, and other official documents. Students will be prohibited from enrolling until all debts are paid in full. Students may be subject to liabilities for collection costs including attorney's fees.

Cost Summary

The range of basic charges for a typical full-time college-credit tuition non-baccalaureate student, per year, registered for 15 credit hours per term for two terms are noted below. Lab fees, food, housing, and travel costs depend upon the individual student's circumstances.

Florida Resident

Fees

$3,304.00

Books and Supplies

$1,440.00

$4,744.00

Alabama Border-State Resident

Fees

$3,334.00

Books and Supplies

$1,440.00

$4,774.00

Non-Florida Resident

Fees

$11,614.00

Books and Supplies

$1,440.00

$13,054.00

Student Tuition Payment Plan

A student tuition payment plan is available on the college website through the NelNet Tuition Installment Program. NWFSC will hold academic transcripts and refuse re-enrollment to any student who is delinquent on their agreement from any preceding semester until all amounts owed on prior agreements are paid or the student is released by NelNet. Please refer to the NWFSC website for additional information or to apply for this service.

Military Assistance

Active-duty military personnel who enroll in college-credit programs through base education offices may be eligible for financial assistance. The college has Military Assistance Agreements in effect with both Eglin Air Force Base and Hurlburt Field. Students using Military Tuition Assistance should receive approval from the Education Service Officer, military counselor, or the Service prior to enrollment.
In compliance with our Memorandum of Understanding with the Department of Defense, DoD Instruction 1322.25, and NWFSC Board of Trustee Policy (SS 7.00), Military Tuition Assistance (TA) is awarded to a student under the assumption that the student will attend school for the entire period for which the assistance is awarded. When a student withdraws, the student may no longer be eligible for the full amount of TA funds originally awarded.
To comply with the new Department of Defense policy, Northwest Florida State College will return any unearned TA funds on a prorated basis through at least the 60% portion of the period for which the funds were provided. TA funds are earned proportionally during an enrollment period, with unearned funds returned based upon when a student stops attending. These funds are returned to the military Service branch.
In instances when a Service member stops attending due to a military service obligation, the College will work with the affected Service member to identify solutions that will not result in student debt for the returned portion.
In compliance with the Board of Trustee Policy (BS 18.00), the following academic programs are eligible for fee waivers for students using Military Tuition Assistance: Programs eligible for Military Fee Waivers.

Money-back Guarantee Program

Graduates of the following programs may be eligible to receive a refund of tuition costs for required program courses if they are not able to find a job in the field in which they were trained within six months of successful completion of the program.
Programs that are included in this guarantee:
Nursing (AS)
Radiography (AS)
Paramedic (CCC)
Before an application for the guarantee is considered, graduates must meet the following eligibility criteria:
Program attendance: Graduates must have an attendance record while enrolled in the program of study that meet the following criteria:
a. Continuous full-time enrollment (as defined by the program) through the duration of the program.
b. A minimum attendance of 90% of all scheduled class time in program core coursework.
Program performance: Graduates must have a successful completion record for all required and recommended courses, earning a grade of C or better in all coursework. While enrolled in the program, the graduate remained in good standing throughout the program, including no academic integrity violations or Student Code of Conduct disciplinary record or sanctions.
Licensure or certification requirements: Graduates must pass any licensure or certification exam associated with the program.
Career Service, job fair, or career day attendance: Graduates must provide verifiable documentation as evidence of career service, job fair, or career day attendance and participation upon application for the guarantee.
Participation in internship or work-study programs: As applicable, graduates must provide verifiable documentation of satisfactory completion of an internship or work-study program to include clinical experiences as required by the program.
Job search documentation: Graduates must be legally eligible for employment within the U.S. and must not have a criminal background that prevents employment within the career field. They must provide verifiable documentation that they have registered with Employ Florida and worked with the local CareerSource office for resumé development and employment assistance within two months of completing the NWFSC program of study. Graduates must demonstrate through verifiable documentation that they have

been actively searching for in-field employment for at least 6 months from the date of program completion. This search must include the verifiable submission of at least 20 applications for positions for which they are eligible in and out of the NWFSC service region.

Refund Policy

Students will receive a full refund for classes that are canceled by the College. A student can choose to enroll in other classes to which tuition and fees may be credited.
Students who drop a course by the schedule adjustment (drop/add) deadline will receive a full refund of tuition and fees for that course. The schedule adjustment (drop/add) deadline is published annually on the Academic Calendar. Students who would like to request a refund after the schedule adjustment (drop/add) deadline must submit the Request for Exception: Business Office form. Refunds are only considered for documented extenuating circumstances (i.e., situations that are outside of the student's control such as illness, death of an immediate family member, call to military duty, etc.). Refunds are NOT approved based on changes in work schedules or for enrollment status changes due to illegal activities. The Request for Exception: Business Office must be submitted by the last day of the semester for which a refund is requested as published in the Academic Calendar (the last day of the semester is identified as the Last Day of Term for Students for Session 1). For example, a student seeking a refund for a Fall 2023 course must submit the appeal no later than the Last Day of Term for Students deadline listed for Session 1 on the Fall 2023 Academic Calendar. See the official appeal form for specific guidelines and criteria. Students needing assistance with this form should contact a Student Success Navigator at studentsuccess@nwfsc.edu or (850) 502-2895.
Refunds less than $1.00 will be paid in cash at the Business Office located on the Niceville Campus.

Dishonored Check Policy

Checks returned by the bank will be processed as follows:
The student will be notified by certified mail that their check was dishonored by the bank. A $25 return check charge will be applied to the student's account.
The student will have seven (7) calendar days to pay for the check and the return check charge. Payment must be in the form of cash or certified funds. If any portion of the dishonored check funds includes payment of tuition and fees, failure to make the payment will result in cancellation of enrollment.
Reinstatement after enrollment cancellation will be considered only after full payment which will include an additional $25 reinstatement fee.
The student's record at NWFSC will reflect the obligation as an outstanding debt which will result in the withholding of transcripts, diplomas, certificates, and other official documents. Students will also be prohibited from enrolling until all debts are paid in full.
Students who have written two or more checks with insufficient funds will be subject to disciplinary action even though their checks have been paid. The college will also suspend their check writing privileges and may report to other colleges and credit reporting agencies.
The college will forward unpaid dishonored checks, returned check charges, and related information about the student to a collection agency within 35 days.

Raider Life

23-24 students	23-24 basketball	23-24 history club
Get Involved	Athletics	Student Organizations

Get Involved

College is much more than just academics. The invaluable experiences gained through co-curricular activities cannot just be delivered in the classroom alone. The term "co-curricular" replaced the previously used term "extra-curricular" to emphasize that your involvement outside the classroom goes hand in hand with your classroom academics!
Raider Life strives to cultivate a campus environment that promotes equity, opportunities for all students to participate in extracurricular activities, and the environment for each student to learn and practice essential skills needed after college life. Raider Life provides support to students, student organizations, community service projects, and community activities that may enhance the quality of educational life for students. Raider Life also provides social and cultural enrichment opportunities in Okaloosa and Walton counties.

Athletics

NWFSC is an active member of the National Junior College Athletic Association (NJCAA) and the Florida College System Activities Association (FCSAA) which is composed of all public community and state colleges in Florida. Visit Raider Athletics for more information.

Intercollegiate Sports

Intercollegiate Sports operate under the rules and regulations of NJCAA and FCSAA. Varsity athletes enjoy the privilege, honor, and social distinction of representing the college in the field of athletic competition. Representation of the college is open by competitive selection to all students provided they meet the eligibility requirements of the FCSAA. Intercollegiate sports include basketball for men and women, baseball for men, and fast-pitch softball for women.

Student Organizations

Raider Life oversees a wide variety of student organizations that cover many interests and activities. Membership is open to all students who qualify, without regard to age, color, creed, handicap, marital status, national origin, race, religion or sex, except for those particular groups which are selective on the basis of scholarship. For more information on getting involved with a student organization or starting one, visit Raider Life or contact the office at 850-729-5235.

Student Advisory Board

Student Advisory Board (SAB) provides a voice for the Northwest Florida State College student body in all college affairs while helping to further the goals of the college from a student perspective. The President of SAB acts as a liaison between students and college administration and represents the interests of the student body. The SAB president receives a yearly tuition scholarship. The SAB offices are housed in the Activities Center.
SAB participates with the Florida College System Student Government Association (FCSSGA) in representing students across the state to advocate change in Florida legislation beneficial to all college students. Lastly, SAB coordinates and regulates various activities for students such as fall and spring flings and various service learning opportunities.
All currently enrolled students of NWFSC have the right to voice their opinions at any regularly scheduled SAB meeting during the open forum. However, the only students with the right to vote in SAB meetings are the Vice-President, SAB Executive Board, and Board members. In the event of a tie vote at any SAB meeting, the SAB President will cast the deciding vote.

Student Organization Terms

Each student activity, club, and organization authorized to function in the name of the College shall be organized, chartered and operated in accordance with Florida Statutes, State Board Rules, NWFSC Student Handbook, and the Student Organization Handbook. Visit Raider Life for more information.

Registration

Academic Load
Audit Status
Classification of Students
Non-Attendance
Schedule Changes
Withdrawing from Courses

Registration is the process of selecting and enrolling in Northwest Florida State College (NWFSC) courses. Registration is required before a student can attend classes. For information regarding important registration dates, visit the online Academic Calendar. While most students may register online through RaiderNet (the student portal), a student's status or program of study may restrict online registration. For assistance with the registration process, please contact a Student Success Navigator at (850) 502-2895 or studentsuccess@nwfsc.edu.

Enrollment Status

Student Type	Full Time	Three-Quarter Time	Half Time	Less than Half Time
Enrolled in College Credit, Career, or Developmental Courses	12 or more credit hours	9 credit hours	6 credit hours	less than 6 credit hours

Classification of Students

Students are classified according to the number of semester hours they have earned (both NWFSC institutional credit and transfer credit awarded to the student are included in this calculation).

LOWER LEVEL

Freshman	A student who has 29 or fewer hours
Sophomore	A student who has 30 hours to 60 hours

UPPER LEVEL

Junior	A student who has 61 to 90 hours
Senior	A student who has 91 or more hours

Academic Load

A student may enroll in a maximum of eighteen (18) credit hours each semester. Students seeking to enroll in more than eighteen (18) college credit, career, or developmental credit in a single semester must receive prior approval from a Student Success Navigator. Appointments with a Student Success Navigator can be made by contacting (850) 502-2895 or studentsuccess@nwfsc.edu.

Audit Status

Auditing a course permits a student to enroll in a college credit, career, or developmental course on a "not-for-credit" basis. Students auditing a class are not required to complete examinations but are expected to attend classes and participate in other activities and requirements on the same basis as students seeking credit. For students who enroll with an Audit Status prior to the end of the Schedule Adjustment (Drop/Add) Period, upon completion of the course, a final grade of "X" will be awarded. A grade of "X" will appear on the student's official transcript but will not impact the student's GPA nor count as an attempt toward Full Cost of Instruction and Repeat rules.
After the close of the Schedule Adjustment (Drop/Add) Period, students may only change from credit status to audit status with the written approval from the instructor of the course. If the student receives approval to change from credit status to audit status after the Schedule Adjustment (Drop/Add) Period, a grade of "XC" will be awarded. A grade of "XC" will appear on the student's official transcript; while it does not impact the student's GPA, it does count as an attempt toward Full Cost of Instruction or Repeat rules.
Some career courses may not be available on an audit basis. Students wishing to audit a career course must obtain permission in advance from the appropriate Department Chair/Program Director. Audit enrollment in studio art classes is permitted only if space is available. Students may only audit a class up to four (4) times.
To register for a course in audit status (or to request to switch from credit status to audit status), a student must submit the Audit Course Form.

Schedule Changes during the Schedule Adjustment Period (Drop/Add)

Changes in course registration may be made during the Schedule Adjustment (Drop/Add) Period specified in the online Academic Calendar. Students can make changes to their schedule during the Schedule Adjustment (Drop/Add) Period through RaiderNet. However, depending on a student's status, their program of study, or the start date of the course, RaiderNet may prevent a student from dropping their last class online. If this occurs, a student should contact a Student Success Navigator at (850) 502-2895 or studentsuccess@nwfsc.edu to ensure the student is manually dropped from the course prior to the deadline. It is the student's responsibility to ensure that their schedule is correct prior to the Schedule Adjustment (Drop/Add) deadline. If a student drops any course during the Schedule Adjustment (Drop/Add) Period, no record of that course enrollment will appear on the student's transcript nor will the enrollment count as an attempt toward Full Cost of Instruction or Repeat rules.

Non-Attendance

Students are expected to attend class beginning on the first scheduled meeting date regardless of the delivery method of the course (on-campus, hybrid, online, etc.). After the Schedule Adjustment (Drop/Add) Period has passed for a course, the instructor will be required to confirm attendance for each student on the roster. Attendance is confirmed through a student's participation in an academic-related activity. The following academic-related activities constitute attendance:
Physically attend a class where there was an opportunity for direct interaction between the instructor and students
Submit an academic assignment
Take an exam, an interactive tutorial, or computer-assisted instruction
Attend a study group that was assigned by the faculty member
Participate in an online discussion about academic matters
Initiate contact with a faculty member to ask a question about the academic subject studied in the course
Please note that simply logging into your online course does not constitute participation in an academic-related activity and this alone would not fulfill the criteria for attendance in a class.
Attendance Deadlines are published on the online Academic Calendar. If a student's attendance is not confirmed by the deadline, that student will be dropped from the course and no record of that course enrollment will appear on the student's transcript nor will the enrollment count as an attempt toward Full Cost of Instruction or Repeat rules. Students are encouraged to reach out to their instructor(s) if clarification is needed on what constitutes attendance for a given course and corresponding deadlines.

Withdrawing From Courses

Students are expected to complete all courses for which they are enrolled at the end of the Schedule Adjustment (Drop/Add) Period. Course withdrawal may negatively impact a student both academically and financially. Prior to withdrawing, a student should speak with their instructor and a Student Success Navigator to determine if a course withdrawal is in the best interest of the

student. Students are permitted a maximum of two withdrawals per course in college credit, career, or developmental courses. Pursuant to Rule 6A-14.0301 of Florida Administrative Code, upon the third (and any approved subsequent attempt), the student is not permitted to withdraw from that course. If the student does withdraw from a third (and any approved subsequent attempt), the initial "W" grade received in that course, will convert to a final punitive grade of "F" at the end of the semester. If the student has not exceeded the approved number of withdrawals, the student will receive a grade of "W" on their official College transcript for each course from which the student withdraws. A grade of "W" does not impact a student's GPA but does count as an attempt toward Full Cost of Instruction and Repeat rules.

Prior to Withdrawal Deadline

A student-initiated withdrawal may be processed at any point after the Schedule Adjustment Period up until the Withdraw Deadline published in the online Academic Calendar. Prior to the deadline, withdrawals can be completed by the student in RaiderNet. However, depending on a student's status, their program of study, or the start date of the course, RaiderNet may prevent a student from withdrawing from their last class online. If this occurs, a student should complete either the Course Withdrawal Form (for students withdrawing from one or more of their courses but not all) or the Complete Withdrawal from Term Form (for students withdrawing from all courses on their schedule) as applicable.
Students who wish to withdraw from all courses for a given semester should first consult with a Student Success Navigator before submitting the Complete Withdrawal from Term Form. Financial Aid recipients, students receiving Veteran's Benefits, and student-athletes must check with their appropriate representative(s) to determine any financial or eligibility ramifications for withdrawing completely.

After Withdrawal Deadline Has Passed

To request to be withdrawn from a course(s) after the published deadline (a.k.a. a late withdrawal), a student must submit the Request for Exception: Records Form. Approval will only be granted for documented extenuating circumstances (i.e., situations that are outside of the student's control and prevented the student from successfully completing the course(s) such as illness, death of an immediate family member, call to military duty, etc.) The final deadline to submit a late withdrawal request is within thirty (30) days of the end of the semester in which the student was enrolled in the course (the last day of the semester is identified as the Last Day of Term for Students for Session 1). For example, a student seeking a late withdrawal from a Fall 2023 course must submit the appeal no later than 30 days after the Last Day of Term for Students listed for Session 1 on the Fall 2023 Academic Calendar). For students making the request prior to the end of the term, please note that they are responsible for all course requirements, including grades earned, during the time the late withdrawal request is being reviewed. If a late withdrawal is approved, the course(s) will receive a grade of "W" on the official College transcript. As with a standard withdrawal, a grade of "W" does not impact a student's GPA but does count as an attempt toward Full Cost of Instruction and Repeat rules.

Administrative Withdrawal

Students may be administratively withdrawn from the College for reasons such as violation of college policies, procedures, student code of conduct, or other mitigating circumstances. If an administrative withdraw is processed, the course(s) will receive a grade of "W" on the official College transcript. As with a standard withdrawal, a grade of "W" does not impact a student's GPA but does count as an attempt toward Full Cost of Instruction and Repeat rules.
Students are still financially responsible for all tuition, fees, and other associated costs related to the course(s) from which they were administratively withdrawn.

Financial Responsibility

Students who withdraw from a course(s) are still financially responsible for all tuition, fees, and other associated costs related to the course(s) from which they withdraw or have been administratively withdrawn.

Enrollment	Action	Time Frame	Grade on Transcript	Refund

Schedule Adjustment (Drop/Add) Period	Add or Drop a Class	Schedule Adjustment (Drop/Add) Period as it is posted on the Academic Calendar	Not Recorded	Full Refund
Withdrawal	Withdraw from one or more classes	After the Schedule Adjustment (Drop/Add) Period ends and prior to the Withdrawal Deadline posted on the Academic Calendar	W Grade	No Refund
Complete Withdrawal from the College	Withdraw from all classes	May be requested after the Schedule Adjustment (Drop/Add) Period ends and prior to the Withdrawal Deadline posted on the Academic Calendar using the Withdrawal Form.	W Grade	No Refund

Late Withdrawal	Withdraw from one or more classes after the Withdrawal Deadline	May be requested after the Withdrawal deadline has passed using the Request for Exception: Records Form but does require documented proof of extenuating circumstances; the deadline to submit a late withdrawal request is within thirty (30) days of the end of the semester in which the student was enrolled in the course (the last day of the semester is identified as the Last Day of Term for Students for Session 1)	W Grade	No Refund
Administrative Withdrawal	Withdrawn from one or more classes by College Administration	May be approved by College Administration at any time for mitigating circumstances	W Grade	No Refund

Student Handbook

23-24 student studying

Academic, Student and Campus Services:

Additional Information:

Collected Grievance Procedures:

Academic Calendar

AIDS and HIV

Academic Integrity

Accommodations

Attendance

Student Code of Conduct

Accreditation

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Service Animals

Student Fundraising

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Student Publications

Student Records

Substance Abuse Policy

Academic, Student and Campus Services:

Academic Calendar:
NWFSC's academic calendar is available here.
Accommodations:
The Accommodation Resource Center at Northwest Florida State College is committed to providing equal access and opportunities for educational success to all students with disabilities as guided by the American Disabilities Act and other disability-related laws.
Accreditation:
Information about College and Program accreditation is available

Southern Association of Colleges and Schools Commission on Colleges
Elementary Education (B.S.)
Emergency Medical Technician (CCC)
Firefighter I/II (CCP)
Law Enforcement (CCP)
Medical Laboratory Technology (A.S.)
Nursing (A.S.N.)
Nursing (B.S.N.)
Paramedic (CCC)
Physical Therapist Assistant (A.S.)
Radiography (A.S.)
Welding Technology (CCP)

College Accreditation

Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)

Northwest Florida State College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate and baccalaureate degrees. Degree-granting institutions may also offer credentials such as certificates and diplomas at approved degree levels. Questions about the accreditation of Northwest Florida State College may be to SACSCOC by using the contact information below.
Contact SACSCOC:
1866 Southern Lane
Decatur, GA 30033-4097
(404) 679-4500
www.sacscoc.org

Program Accreditations

Elementary Education (B.S.)

NWFSC is approved by the Florida Department of Education to offer the Bachelor of Science in Elementary Education with ESOL/Reading Endorsement, which leads to state certification in teacher education.
Contact FLDOE:
http://www.fldoe.org/teaching/preparation/initial-teacher-preparation-programs/

Emergency Medical Technician (CCC)

The EMT program is certified by the Florida Department of Health.
Contact FLDOH:
(850) 245-4910
http://www.floridahealth.gov/licensing-and-regulation/emt-paramedics/index.html.

Firefighter I/II (CCP)

The Firefighter I/II program is certified by the Florida Bureau of Fire Standards and Training.
Contact Florida Bureau of Fire Standards and Training:
(352) 369-2800
https://www.myfloridacfo.com/division/sfm/bfst/

Law Enforcement (CCP)

The following NWFSC instructional programs are certified by the Florida Criminal Justice Standards and Training Commission (CJSTC) through the Florida Department of Law Enforcement (FDLE).
Law Enforcement Officer Basic (CCP)
Correctional Officer Basic (CCP)
Contact CJSTC:
(850) 410-7000
https://www.fdle.state.fl.us/CJSTC/Commission.aspx

Medical Laboratory Technology (A.S.)

The Medical Laboratory Technology program at NWFSC is currently seeking accreditation through the National Accrediting Agency for Clinical Laboratory Science (NAACLS).
Graduation from a medical laboratory technology program accredited by the National Accrediting Agency for Clinical Laboratory Science is necessary for eligibility to sit for all national certification exams and for Florida licensure. Submission of an accreditation application does not assure that the program will be granted accreditation status. In order to be considered for accreditation, the first cohort of students must fully complete the two year program. This cohort will be allowed to sit for certification exams when the college achieves NAACLS serious candidate status prior to their graduation.
Contact NAACLS:
https://www.naacls.org/about.aspx

Nursing (A.S.N.)

The A.S. Nursing program at NWFSC is accredited by the Accreditation Commission for Education in Nursing (ACEN).
Contact ACEN:
3390 Peachtree Road NE, Suite 1400
Atlanta, GA 30326
(404) 975-5000
http://www.acenursing.com/accreditedprograms/programsearch.htm

Nursing (B.S.N.)

The baccalaureate Nursing program is accredited by the Commission on Collegiate Nursing Education (CCNE).
Contact CCNE:
(202) 887-6791
http://www.ccneaccreditation.org

Paramedic (CCC)

The NWFSC Paramedic program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP). The Paramedic program is certified by the Florida Department of Health.

Contact CAAHEP:	Contact CoAEMSP:	Contact FLDOH:
1361 Park Street	8301 Lakeview Parkway, Suite 111-312	(850) 245-4910
Clearwater, FL 33756	Rowlett, TX 75088	http://www.floridahealth.gov/licensing-and-regulation/emt-paramedics/index.html
(727) 210-2350	(214) 703-8445	http://www.caahep.org

Physical Therapist Assistant (A.S.)

The Physical Therapist program at NWFSC is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE). If needing to contact the program/institution directly, please call (850) 863-6511 or email pta@nwfsc.edu.
Contact CAPTE:
3030 Potomac Avenue, Suite 100
Alexandria, VA 22305-3085
(703)-706-3245
accreditation@apta.org
http://www.capteonline.org

Radiography (A.S.)

The Radiography program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT).
Contact JRCERT:
20 N. Wacker Drive, Suite 2850
Chicago, IL 60606-3182
(312) 704-5300
mail@jrcert.org
http://www.jrcert.org

Welding Technology (CCP)

The Welding Technology program is accredited by the National Center for Construction Education and Research (NCCER). As the accrediting body for the industry, NCCER establishes the benchmark for quality training and assessments.
Contact NCCER:
13614 Progress Boulevard
Alachua, FL 32615
(888) 622-3720
https://www.nccer.org/

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Campus Safety & Security:
All criminal incidents should be reported to Campus Safety, the NWFSC administrator in charge of a function, or an attending faculty or staff member. NWFSC will implement appropriate actions including, but not limited to, contacting the relevant law enforcement agency, any medical services needed or others as appropriate. Reports can be made by phone (850) 729-6888/598-6602 or Incident Forms online.

For our Student Code of Conduct, Academic Integrity Requirement, or student complaints, see the Collected Grievance Procedure.
Summary of Reported Crimes on Campus: Students may review the annual Safety and Fire Report here.
Counseling Services:
Northwest Florida State College has partnered with Bridgeway Center, Inc. to provide mental health resources and counseling services to all actively enrolled students. All actively enrolled students are eligible to receive an initial assessment and up to five therapeutic sessions with a Behavioral Health provider at no cost to the student. A menu of services and resources is available at www.nwfsc.edu/studentcounselingservices. Bridgeway Center Confidential Helpline: (850) 833-7500, Select Option 1 - Open 24 hours/day.
NWFSC Website:
The Northwest Florida State College website is located at www.nwfsc.edu. The website provides access to College information such as admissions, registration, financial aid, bookstore, Raider life, academic resources, academic calendars, instructor websites, and more.
Paying for College:
Please refer to the Paying for College section of the College Catalog for information about cost, fees, cost of instruction for third attempts, and refunds.
Parking Regulations:
NWFSC is an open-parking campus. Except for handicap-accessible parking spots, all other parking spots are available for use by students, staff, and visitors.
RaiderNet:
RaiderNet is the student on-line information and registration system. RaiderNet provides access to update contact information, register for classes, view grades, and obtain unofficial transcripts, enrollment verification, degree audit, and financial aid status. To access RaiderNet from the college's homepage, click the quick link "RaiderNet" on www.nwfsc.edu. For questions concerning access to RaiderNet, call (850) 729-5396.
Service Animals:
Service animals are permitted on NWFSC campuses. The American Disabilities Act (ADA) defines Service animals as "dogs that are individually trained to do work or perform tasks for people with disabilities." Please see the ADA Requirements and Florida Statute 413.08 regarding service animals.
At Northwest Florida State College you will see students and other individuals being assisted by service animals on campus. Service animals are trained to do a job for those with physical or mental impairments. They are not on campus for others to pet or interact with unless the owner says otherwise. Owners of service animals are responsible for keeping the animal under direct control, promptly cleaning up after the animal, and disposing of waste in an outdoor container. State, local government, and/or campus authorities, may request that the handler remove their service animal from college premises, if it is (1) out of control and the handler does not take effective action to control it or (2) the animal is not housebroken.
Emotional Support Animals (ESAs) are different than service animals because they do not have specialized training to perform specific duties. Due to their lack of training to assist with specific disabilities, Emotional Support Animals are not allowed access to campus and classrooms in the same way service animals are. If you have questions, please contact the Accommodations Resource Center at arc@nwfsc.edu.
Student Email Accounts:
Students are assigned a NWFSC student email account during the application for admission process. The student email address serves as the official method of communication to the student from the college. This email service is reserved for college business. For more information and to access student email, go to www.nwfsc.edu. Send questions concerning access to student email to support@nwfsc.edu or call (850) 729-5396.
Student Records:
Please refer to the Student Records section of the College Catalog for information about grades, incomplete grades, repeating courses, grade changes/error, grade grievances, and the academic history grade relief option.

Additional Information:

AIDS and HIV:
NWFSC Policy #GP12.00 and FS 1006.68 state that students with AIDS or who are HIV positive are not denied admission to the college. Students are encouraged to confidentially disclose to the Accommodation Resource Center if needed to obtain accommodations in classrooms such as lab classes. HIV/AIDS education information may be obtained from the Department of Health in Okaloosa or Walton County.
Attendance:

Regular and prompt attendance in all classes is expected. Instructors establish attendance policies for their classes and outline such expectations in the course syllabus. It is the student's responsibility to notify the instructor and make arrangements to complete any missed work. (Make-up work is offered solely at the discretion of the instructor.) Excessive absences can affect the success of course completion and financial aid funding. This general policy applies to the student absent from class traveling as a member of a college group, or club or for personal reasons.

Children on Campus:

NWFSC values family life and has worked to develop policies that are supportive of families. However, it is the policy of NWFSC that students and visitors should not use the College in lieu of a childcare provider. Accordingly, minor children of employees, students, or visitors may be on campus only under the special circumstances outlined below. Contact the Chief Student Success Officer for any questions or concerns.

Minor children are permitted on campus when the purpose of their visit is to participate in activities, classes, or events specifically scheduled for their benefit (e.g. Kids on Campus, Children's Fine Arts Series, Child Development and Education Center).

Minor children are permitted on campus when with a parent or responsible adult who is conducting routine business at the college.

Minor children are not permitted in labs, shops, construction/repair sites, classrooms, offices, or other areas where potential hazards exist, unless enrolled in classes or activities scheduled at the site.

In an emergency or other compelling situation, students or staff may bring children to class on an incidental, individual basis, provided the instructor receives advance approval from the department chair or program director. In such cases, the children must be directly supervised by the parent/adult and must not disrupt or distract the flow of college work, services or instruction.

Minor children on campus must be directly supervised at all times.

Free Expression on Campus:

Consistent with Board of Trustees Policy GP 19.00, Northwest Florida State College values the freedoms of speech, thought, expression, and assembly as part of its core educational and intellectual mission. The College is committed to creating a learning and working environment that supports these values, champions diversity, and encourages the free exchange of ideas, while also maintaining the integrity of the academic environment and the security of students, employees, visitors and college property. The College reserves the right to establish and enforce reasonable, viewpoint - neutral restrictions on the time, place, and manner of expressive activities in outdoor common areas to achieve these goals. The content of expressive activities will not be considered in regulating speech in outdoor areas, except to the extent permitted by law.

Notices:

As a general practice, the College does not post student club/organization flyers throughout the campus. Recognized student organizations may work with Raider Life to post digital flyers/notices using approved mediums, such as the Raider Life social media pages and the weekly student newsletter.

Policy Formulation:

A student who wishes to suggest a change in any policy of the college should submit a written recommendation to the Student Advisory Board (SAB) for evaluation. If favorably received by the SAB, the proposal shall be submitted by the SAB to the appropriate work group of the college for consideration.

Lecture Recordings:

A student may record video or audio of a class lecture for any of three specific purposes:

Their own personal educational use,

In connection with a complaint to Northwest Florida State College, or

As evidence in, or in preparation for, a criminal or civil proceeding.

Class Lecture Defined

A class lecture is a formal or methodical oral presentation as part of a College course intended to present information or teach about a particular subject. A class lecture will occur most often in a course identified by the College as a lecture type course, whether online or in-person, as opposed to a lab course or a course section identified as a discussion section. Class lecture does not include lab sessions or activities, student presentations (whether individually or as part of a group), class discussion (except when incidental to and incorporated within a class lecture), clinical presentations (including any material relating to autopsy, personal health information, or patient treatment or history), crime scene instruction, class exercises or activities involving student participation, test or examination administrations, field trips, private or other classroom conversations between students, or individual instruction, feedback, or conversation between a student and the faculty member.

Recording Guidelines

A recorded lecture may not be published without the consent of the lecturer. To publish is to share, transmit, circulate, distribute, or otherwise provide access to the recording, regardless of format or medium, to another person, or persons, including but not limited to another student in the class. Additionally, a recording, or transcript of the recording, is published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited social media, book, magazine, newspaper, leaflet, picket signs, or any mode of print.

Recordings are subject to the protections provided in the Family Educational Rights and Privacy Act.
Students must adhere to classroom behavioral standards while recording.
Religious Observance by Students:
The College shall accommodate recognized religious observances of students under existing State directives. Provision shall be made for students to complete the following activities when their religious observances interfere with the following:
Admission and registration
Attendance in class, class activities, examinations, and official ceremonies
Class work assignments
Students wishing to participate in any recognized religious holiday observances are to let the instructor know, in advance, of their absence. Students will be excused for such absences without penalty. Students are responsible for any material covered during their excused absence. A reasonable amount of time will be allowed to complete make up assignments. Students who believe they have been denied an education benefit because of their religious belief or practice may seek redress as outlined in the Student Grievance Procedures.
Restrooms:
Subject to the provisions and exemptions of FS 553.865, it is unlawful and a violation of law to willfully enter and refuse to vacate a restroom or changing facility designated for the opposite sex after a request to do so from any administrative, instructional, security or law enforcement personnel or any other action or omission related to restroom/changing room use that violates FS 553.865, Florida Statutes. Students, administrative personnel, faculty members, security personnel, and law enforcement personnel have the right to file a complaint with the Attorney General.
Student Fundraising:
Fundraising activities by students and/or student organizations are permissible when the specific purpose is to support institutional scholarships, humanitarian/charitable efforts, or a recognized student organization's mission and goals. Students/Student Organizations must receive approval by completing the Activity Request Form located on the Raider Life website at least one month prior to the activity's scheduled date.
Student Publications:
Student publications shall contain a statement to the effect that the opinions expressed therein are not necessarily those of the faculty, staff or student body of the college.
Substance Abuse Policy:
NWFSC Drug-Free Work Place Policy #HR 4.00 states that Northwest Florida State College is alcohol and drug free in accordance with Public Law 100-690, The Anti-Drug Abuse Act of 1988. The unlawful manufacture, distribution, dispensation, possession, or use of alcohol or a controlled substance is prohibited in and on NWFSC owned and controlled property except for events specifically approved to include alcohol. Students in violation will be subject to disciplinary action as stated in the Student Code of Conduct published in the Student Handbook/College Catalog and may be subject to criminal prosecution.
Tobacco Use:
Per NWFSC Smoking and Tobacco Policy #HR 21.00 states: Smoking and the use of all tobacco products (including E-cigarettes, vaping and smokeless tobacco) shall be prohibited from use at all Northwest Florida State College facilities, properties, and vehicles, owned or leased, regardless of location.
This policy shall apply to all students, faculty, staff and other persons on College property, regardless of the purpose for their visit. Further, no tobacco-related advertising or sponsorship shall be permitted on NWFSC property, at NWFSC-sponsored events, or in publications produced by NWFSC, apart from advertising in a newspaper or magazine that is not produced by NWFSC and which is sold, brought, or distributed on NWFSC property.
Contact Information:
Academic Departments: click here
Campus Safety: (850) 729-6888 or click here
IT Help Desk: (850) 729-5396 or support@nwfsc.edu
Raider Central: (850) 678-5111/502-2895 or studentsuccess@nwfsc.edu
Student Ombudsman: (850) 729-5277 or ombudsman@nwfsc.edu

Collected Grievance Procedures:

Definitions and General Standards

The information in this section is applicable to the entire Collected Grievance Procedures.

I. Definitions

The definitions provided in this section apply to the entire Collected Grievance Procedures.
"College" or "NWFSC" mean Northwest Florida State College.
"College" paired with "official", "staff", or "employee" means any trustee or agent of or person employed by Northwest Florida State College.
"College premises" or "on campus" or "College location" includes all land, buildings, facilities, and other property in the possession of and controlled by Northwest Florida State College.
"Day" means Monday through Friday from 8 a.m. to 4:30 p.m. (Central) except for days on which the College is closed according to the College Academic Calendar. If the College is closed by decision of the College President on a day or for a portion of a day not listed in the Academic Calendar, that day does not count as a "day" for purposes of calculating timeframes.
"Student" means any person who is or was or has ever been admitted the College, whether for credit or non-credit offerings. A "student" continues to be a "student" after award of an academic credential for purposes of revocation or invalidation of academic credit or credential or degree or referring an incident to appropriate authorities. A student of Collegiate High School (CHS) at Northwest Florida State College who is dual-enrolled at NWFSC is a "student" for the purpose of these procedures; whereas a student of CHS at NWFSC who is not dual-enrolled at NWFSC is not a "student" for the purpose of these procedures.
"Student organization" means a group of students that has complied with the requirements for recognition by the College and is recognized by the College at the time of the issue in question.

II. General Standards

The standards provided in this section apply to the entire Collected Grievance Procedures.
If a College employee is listed as the individual responsible for a task(s) within a complaint process and that person was personally involved in the facts of the complaint or is related to the individuals involved in the complaint, the College will replace the conflicted individual with another staff member within the same department or with a similar role or rank to complete the necessary tasks. In the case of the Vice President of Academic Affairs or the Chief Student Success Officer, either individual may be appointed in the other's place or, as a last resort, the President may designate their replacement.

Student Support Resources

The College makes a variety of resources available to students to support their academic and personal success. A collection of those resources is listed in this section, and the College strongly recommends that students and staff take advantage of these resources.

I. Office of the Student Ombudsman

The Director of Raider Life on the Niceville Campus is the Student Ombudsman and may be contacted at (850) 729-6483 or ombudsman@nwfsc.edu. Any student may confidentially discuss complaints, concerns, or problems with the Student Ombudsman, which is a resource that public colleges must offer to students under Florida Statutes § 1006.51.
The Student Ombudsman's goal is to assist any student in informally resolving concerns, finding support, and reaching an informal consensus on either academic or non-academic matters. The Student Ombudsman is a resource for general student support but, as appropriate, the Student Ombudsman also provides an avenue or informal support and resolution before it becomes necessary to proceed with any type of formal grievance process.
Notwithstanding the confidentiality for many complaints, concerns, or problems, under the Title IX regulations (34 C.F.R. part 106), the Student Ombudsman is a responsible employee. As such, the Student Ombudsman must report potential Title IX allegations to the Title IX Coordinator. Likewise, the Student Ombudsman is a responsible employee for reporting child abuse or neglect or other required disclosures related to health and safety under federal or state law.

II. Direction to Additional Resources

Student Counseling: www.nwfsc.edu/studentcounselingservices
Accommodations Resource Center: www.nwfsc.edu/accommodations

Learning Commons: https://www.nwfsc.edu/raider-central/zoghby-learning-commons/

III. Retaliation Prohibited

The College prohibits retaliation against any person who files a complaint alleging discrimination, harassment, or other wrongdoing or against any person alleged to have committed discrimination, harassment, or other wrongdoing.

Student Complaints

This procedure is appropriate for grade grievances or making a complaint against a College employee or department that involves the College failing to follow its processes and procedures, behaving in an unprofessional or inappropriate manner, or other matters that are not addressed by other complaint or grievance procedures.

I. Definitions

In addition to the general definitions for the Collected Grievance Procedures, these specific definitions apply to Student Complaints:
A "complaint" or "grievance" is the written statement against an employee or department of the College alleging that it has violated or otherwise not properly followed a published policy or procedure of the College or other law or regulation applicable to the College or that an employee has behaved in an inappropriate or unprofessional manner.
An "academic" complaint is any dispute with an instructor or department related to in-class or in-program act or omission described in (1).
A "non-academic" complaint is any dispute with a College employee or department related to an act or omission described in (1) that did not take place within a class or program in relation to that class or program.

II. Scope of Student Complaints

This procedure addresses student concerns about College acts or omissions. It has a limited scope that does not include the following:
A student complaint cannot be used to resolve matters between students or against any non-employee of the College.
A student complaint cannot be used to challenge the legitimacy of the policy of the District Board of Trustees of Northwest Florida State College or other rules adopted by the College.
A student may not avoid, divert, or appeal a Student Code of Conduct matter through a student complaint. Any student complaint regarding a Student Code of Conduct matter will be referred to the Student Code of Conduct.
A student may not avoid, divert, or appeal an Academic Integrity matter through a student complaint. Any student complaint regarding an Academic Integrity matter will be referred to the Academic Integrity procedure.
A student complaint that implicates Title IX will be referred to the Title IX Coordinator.

III. Procedure for Processing Student Complaints

Support Measures and Informal Resolution: The College requires instructors, staff, and students to make every reasonable effort to resolve disputes and behavior issues informally in all appropriate cases. The College strives to make many avenues of support available to students and staff. Student Support Resources can be found at the top of this Collected Grievance Procedure.
Student Rights and Responsibilities in Complaint Process: The student filing the complaint must take all required steps for the complaint to continue to be processed. Failure to follow the published steps will result in the complaint being closed. The student must at every step of the complaint provide the factual basis for the complaint, cite the policy or procedure that the College has violated or failed to apply, and state the result that the student seeks.
Complaint: Any student may file a complaint within 30 days of the act or omission that has led to the complaint. In the case of grade grievances, the complaint must be filed within 30 days of the final grade being posted. The College may extend or waive that time limit when required by federal or state law or other written College policy or procedure or to protect the health, safety, or well being of the student, student organization, or other College student, personnel, or operations.
Written Complaint: A student must submit a written complaint here. The student must state the circumstances about which they are complaining; identify the policies or procedures that have been violated or not properly followed; and identify their preferred resolution.

Referral to Other Procedures: If the student's complaint falls within a different procedure, the College will refer the complaint to the applicable procedure to begin proceedings without requiring the student to re-file the complaint.
Inquiries Regarding Complaint Status: Inquiries about the status of the complaint will be addressed as appropriate in the review process. An affiliate or partner of the College (such as a high school or clinical site) seeking information regarding a complaint should contact the office responsible for administering the agreement with that affiliate or partner, and information will be provided as appropriate under this procedure.
Delivery of Notices: When information must be delivered to a party, it will be delivered as follows:
Notices to students will be delivered to the student's institutional e-mail address.
Notices to student organizations will be delivered to the senior-ranking member of the organization's institutional email address and the organization advisor's institutional email address.
Notices to employees will be delivered to the employee's institutional email address.
Any notice to a third party without a College email address will be delivered to the e-mail address as designated in the complaint or other official communication with the College.
Resolution of Complaint: When the College receives the complaint, it will refer the complaint to the appropriate reviewer.
Grade Grievances: Before filing a complaint, the student must have attempted to informally resolve the dispute directly with the instructor. When the complaint is regarding a grade that the student argues should be changed, the complaint will be directed to the instructor.
Review of Complaint: The instructor will review the complaint, follow up with the student to clarify any questions, and send their decision in writing to the student. The decision will be based on the College's policy and procedure regarding grading, as stated in the College Catalog and the course syllabus. Absent extenuating circumstances, the instructor will deliver the decision within 15 days after receiving the complaint.
Appeal: If the student believes that the instructor's decision disregards the College's policy and procedure regarding grading, as stated in the College Catalog and the course syllabus, the student may appeal to the Chair or Program Director within 5 days of receiving the instructor's decision. The Chair or Program Director will review the matter to ensure that the instructor's decision followed the College's policy and procedure. Absent extenuating circumstances, the Chair or Program Director will deliver the result of the appeal within 15 days after receiving the appeal. The Chair or Program Director's determination is final.
Non-Grade Grievance Academic Complaints: Before filing a complaint, in all cases in which it is safe to do so, the student must have attempted to informally resolve the dispute directly with the instructor or relevant staff within the program. When the complaint is regarding in-course or in-program actions or omissions by an instructor or a program, the complaint will generally be directed to the Chair or Program Director or to another member of the supervisory chain that has not been involved in the issue.
Review of Complaint: The reviewer will promptly read the complaint, follow up with the student to clarify any questions, and send their decision in writing to the student. The decision will be based on applicable College policy and procedure. Alternatively, the reviewer may resolve the matter informally with the parties' involved or direct the student to support services and document the solution. The College reviewer may involve their supervisor or any other relevant College staff to resolve the complaint.
Appeal: If the student believes that the reviewer disregarded College policy and procedure or ignored relevant facts in reaching their decision, the student may appeal within 5 days of receiving the reviewer's decision. The appeal will be made to the applicable Dean or (if the Dean was the initial reviewer) to the Vice President of Academic Affairs. That reviewer will ensure that the initial reviewer's decision followed the College's policy and procedure and considered the relevant facts under policy and procedure. The reviewer will state in writing that the review has been completed and the result of that review. The secondary reviewer's decision is final.
Non-Academic Complaints: If it is safe to do so, before filing a complaint, the student must have attempted to informally resolve the dispute directly with the relevant staff member or department. When a complaint is not academic, the complaint will generally be directed to the employee's supervisor or to the departmental supervisor that is relevant to the complaint. A complaint may also be referred to the relevant department based on subject, such as a referral to the Executive Director of Human Resources for matters regarding discrimination or Campus Safety & Security for active security risks.
Review of Complaint: To the extent possible based on the facts of the complaint, the reviewer will read the complaint, follow up with the student regarding any questions, and seek an informal resolution. The reviewer may involve their supervisor or any other relevant College staff to resolve the complaint. Whenever possible, the College will provide the student with a written response to the complaint. The complaint will be closed following a written response.
Status Quo Remains: If the student is challenging a grade given or other decision made or consequence imposed upon them by the College, that decision generally will stay in place during the review process. If the reviewer determines that it is incorrect based on College policy and procedure, the reviewer will take any appropriate steps to expedite review and make any necessary modifications.
Recordkeeping: The College will maintain the record of a student complaint and associated response for at least as long as is required by state law for the relevant type of record. While in possession of the record, the College shall make, preserve, and have

available for copying upon request of the student an accurate and complete record of the complaint record as stated in this procedure.

Academic Integrity

Students are expected to conduct themselves as responsible members of the College community and to be honest and forthright in their academic endeavors. Students likewise are expected to behave professionally and refrain from disrupting other students' learning environment. This procedure outlines the process for addressing allegations of academic integrity by both upholding the College's academic standards and the due process rights of the student.

I. Definitions

In addition to the general definitions for the Collected Grievance Procedures, these specific definitions apply to the Academic Integrity Procedure.
A "meeting" is a communication between individuals, which may be held in person, through writing in an e-mail, or through a phone call or other asynchronous method.
"Designated Program" is a Selective Admission Program as defined in the College Catalog at the relevant time.

II. Prohibited Conduct

The following conduct is prohibited by this procedure. If other conduct not specifically designated here violates the Academic Integrity requirement set out in this procedure, that conduct may also be addressed as an Academic Integrity matter.
Academic dishonesty includes but is not limited to:
Cheating: During any academic evaluation activity, the use or attempted use of unauthorized materials, information, notes, study aids or other devices, information from another student or student's paper, or engaging in unauthorized communication of information, contrary to the requirements of a course or program.
Plagiarism: Presenting work in part or whole of another as one's own without proper acknowledgment of the source or sources. The sole exception to the requirement of acknowledging sources occurs when ideas or information are common knowledge.
Collaboration: Sharing information with or working together with at least one other person in work to be submitted if contrary to the stated requirements of the assignment or course.
Program handbook violation includes any violation of the standards set out within the program handbook.
Classroom misconduct includes, but is not limited to, direct or indirect disruptive, threatening, or otherwise unacceptable social, physical, or emotional behavior in the classroom that disrupts other students' learning environment. Both engaging in or assisting with such activity is prohibited.
Practical learning experience misconduct includes violating any standard of a third party that is offering the student a practical learning experience that is required to complete the student's degree program, such as an offsite clinical placement.
Professional regulations violation includes violating the standards of any accrediting body or regulatory authority that governs the student's ability to complete the degree program.

III. Academic Integrity Procedure

At all times during an Academic Integrity procedure, all involved individuals will conduct themselves with professionalism and courtesy. When a student has allegedly violated the Academic Integrity requirement, the following procedures apply.
Support Measures and Resolution without a Complaint: The College encourages instructors, staff, and students to make every reasonable effort to resolve disputes, routine classroom management matters, and behavior issues informally in all appropriate cases. The College strives to make many avenues of support available. Student Support Resources can be found at the top of the Collected Grievance Procedures. Instructors are encouraged to refer students to support resources when behavioral or performance concerns first appear to reduce the likelihood of an Academic Integrity complaint for more severe behavior.
Complaint: Any instructor, staff, or student may file a complaint against a student for violation of the Academic Integrity requirement and is encouraged to do so as soon as possible after the alleged violation occurs. Submit a complaint here.
Response Obligation: Inquiries from third parties will be addressed as appropriate in the investigative process. An affiliate or partner of the College (such as a high school or clinical site) seeking information regarding a complaint should contact the office responsible for administering the agreement with that affiliate or partner, and information will be provided as appropriate under this

procedure. If the Respondent or Complainant is a dual-enrolled student, the College reserves the right to notify the student's high school.

Action by, Reporting to, and Adherence to Other Authorities: The College may enforce the Academic Integrity requirement regardless of whether any other authority has instituted any proceedings or taken any action in relation to the alleged violation. In other words, the College may impose consequences for violating its Academic Integrity requirement regardless of whether any other authority acts under any other applicable local, state, or federal law. (For example, even if an action or omissions is not actionable by Campus Safety & Security, the College may act under this policy.) Conversely, when in the best interest of the College, the College may postpone action or take interim or temporary action if another authority is addressing alleged conduct that is in violation of the Academic Integrity requirement. The College may also refer allegations to appropriate or additional authorities as required by law. (For example, even if an action or omission is actionable under this policy, the College may choose or be required to refer the matter to Campus Safety & Security, Collegiate High School, or the Title IX Officer.)

Delivery of Notices: When information must be delivered to a student, it will be to the student's institutional e-mail address.

Time Limit for Beginning Academic Integrity Procedures: Academic Integrity procedures may begin up to one calendar year after the date of the alleged violation. Generally, the College will strive to begin conduct procedures, if any, within 60 days of receiving a complaint. Either limit may be extended or waived when required by federal or state law or other written College policy or procedure or to protect the health, safety, or well-being of the student or other College student, personnel, or operations.

Rights of Students: In addition to the protections set out elsewhere in this section, the student will be provided the following protections:

The right to a presumption that no violation occurred.

The College has the burden to prove, by a preponderance of the evidence, that a violation has taken place. Preponderance of the evidence means that the relevant information presented supports the finding that it is more likely than not that the Respondent violated of the Student Code of Conduct.

The right to an impartial Review Panel, to address the alleged violation of the Student Code of Conduct.

Accommodations: If a student requires a medical accommodation based on a disability to participate in the Academic Integrity review process, the College will cooperate with the Accommodations Resource Center to find resources to permit the student to participate fully. Separate from an accommodation for disability, the reviewer or Review Panel may make reasonable adjustments or introduce support measures to address concerns for the personal safety or well-being of the student or any witness during the proceeding by providing separate facilities; by using, when available and feasible, a visual screen; or by permitting participation by telephone, videophone, closed circuit television, video conferencing, videotape, audio tape, written statement, or other means, where and as determined in the sole judgment of the reviewer or Review Panel to be appropriate.

Instructor Review: The initial reviewer is the instructor in the course in which the alleged violation occurred. The instructor will notify the student in a timely manner of the alleged acts(s) of academic dishonesty and where to find this procedure within the Student Handbook. If necessary, the instructor review may be immediately escalated to be performed by the Chair or Director; for example, without limitation, this may occur if the instructor no longer teaches at the College. The student will be offered the opportunity to explain the conduct in question and provide the instructor with a detailed written explanation if the student chooses to do so. The instructor and student may meet to discuss the complaint.

Investigation: The instructor will gather facts, evidence, and statements from individuals involved in the complaint and make an initial determination of whether there is evidence to support the complaint. The instructor will disclose relevant information to the student.

Insufficient Evidence: If the instructor finds that there is insufficient evidence that a violation of the Academic Integrity requirement occurred, the complaint will be closed without further action and the student will be informed in writing by the instructor. Insufficient evidence means that the instructor, equipped with the evidence and Academic Integrity Procedure, could not reasonably review the evidence and determine that it is more likely than not that a violation occurred. The instructor may refer the student and any other individuals involved to support resources.

False Complaints: If the instructor determines that false information has been provided through the course of investigating a complaint, the individual providing false information may be subject to disciplinary action.

Voluntary Resolution: If the student agrees that the behavior in question took place and does not dispute that the behavior violated the Academic Integrity requirement, the instructor will notify the student of any Level A consequence imposed. In this case, the complaint is voluntarily resolved, will be closed, and cannot be appealed.

Consequence Imposed: If the student disputes that they have violated the Academic Integrity requirement, the instructor will nevertheless consider all evidence, determine whether the violation occurred, and deliver a decision to the student in writing that states the Level A consequence imposed.

Appeal to Chair or Program Director: The student may inform the instructor in writing within five days of receipt of the decision that the student is choosing to seek further review on the basis that the instructor failed to follow applicable policy and procedure, or the instructor did not consider relevant facts that would change the decision. In that case, the instructor will refer the matter for Chair or

Program Director Review.
Level B or C Consequence: If the instructor completes their review and believes that a Level B or C consequence is necessary, the instructor will recommend that consequence in their written decision to the student and immediately refer the matter for Chair or Program Director review. The Level B consequence will take effect at the time of the instructor delivering the decision in writing.
Additional Instructor Review Guidelines: The instructor will ensure that a record of the complaint and resolution are available in writing, such as minutes of any meeting are taken that state attendees, topics covered, and any resolution reached. The instructor may request any College staff or agent to sit in on a meeting, other than those who may be required to review the complaint in further steps. The instructor or student may request further informal meetings to continue resolving the matter, as needed, but additional meetings may not be used to delay further steps.
Failure to Attend: Failure of the student to meet with the instructor within 10 days of a request for a preliminary meeting will not prevent the process of collecting information or the decision to move forward with further steps under this procedure.
Chair or Program Director Review: If the complaint is appealed or referred to the Chair or Program Director, they will promptly confirm that the student has knowledge of this procedure and review the basis for appeal or referral and the written record to date. The goal of this review is to ensure that the instructor followed applicable policy and procedure; took relevant facts into account; and selected a consequence, if any, that is tailored to the offense. The Chair or Director may accomplish this through written notices to the individuals involved or a meeting with the student and, as appropriate, the instructor.
Voluntary Resolution: If possible, the Chair or Director will attempt to reach agreement with the student regarding the basis of their request for further review or regarding the severity of the consequence. If agreement is reached, the Chair or Director will deliver to the student in writing a record of how the complaint has been resolved. Likewise, if the Chair or Director completes their review and concludes that the instructor decision was made in error, the Chair or Director may reverse the decision and close the complaint. In this case, the complaint is closed and cannot be appealed.
Instructor Decision Upheld:
Level A: After reviewing the record of the matter and taking any appropriate steps toward voluntary resolution, if the Chair or Director upholds the instructor's decision with a Level A consequence, the Chair or Director will notify the student of the decision in writing. In this case, the complaint is closed and cannot be appealed.
Level B or C: After reviewing the record of the matter and taking any appropriate steps toward voluntary resolution, if the Chair or Director upholds the instructor's decision with a Level B or C consequence (or personally recommends a Level B or C consequence), the Chair or Director will notify the student of the decision in writing. For a Level B consequence, the student may request an Academic Integrity Review within 5 days of receiving the written decision. A Level B consequence may be put into effect or, if instituted at the instructor level, will remain in effect in accordance with that decision. A recommendation by the Chair or Director for a Level C consequence will automatically initiate an Academic Integrity Review Panel.
Additional Chair or Program Director Review Guidelines: The Chair or Program Director will ensure that a record of the review and resolution are available in writing, such as minutes of any meeting are taken that state attendees, topics covered, and any resolution reached. The Chair or Program Director may request any College staff or agent to sit in on any meeting, other than those who may be required to review the complaint in further steps. The Chair or Program Director or student may request further conferences to continue reaching a resolution, as needed, but additional review may not be used to delay further steps.
Failure to Attend: Failure of the student to meet with the Chair or Program Director within 10 days of a request for a meeting will not prevent the process of collecting information or the decision to move forward with further steps under this procedure.
Assignment of Academic Integrity Review Panel: If a student requests an Academic Integrity Review or if the Chair or Program Director recommends a Level C consequence, the Vice President of Academic Affairs will assign a Review Panel, which will have the authority to resolve the complaint.
Member of Review Panel: The Review Panel will consist of three members who are impartial and have not otherwise participated in the complaint. The makeup of the review panel will, to the extent such individuals are available, (1) the Dean of the department (who will serve as Chair of the panel); (2) an instructor; and (3) either a student or non-instructor staff member (if none are available, an instructor from a different department may be substituted). To be eligible to sit on a Review Panel, the individuals must have completed College-prescribed training.
Notice of Academic Integrity Review: The Chair will notify the student that an Academic Integrity Review will be held. At least 5 days before the first meeting of the Academic Integrity Review, the Chair must provide the student with a listing of any known witnesses that have provided, or will provide, information against the student and any known information relating to the allegation, including inculpatory and exculpatory information.
Scope of Review: The Review Panel is tasked with reviewing the record to date and conducting any questioning of witnesses or presentation of relevant information by the student. If it is apparent that relevant evidence is missing from the record, the Chair may seek out that information to include in the record. The Chair will conduct the Academic Integrity Review.
Attendance: The student shall be allowed to attend the entire portion of the Academic Integrity Review at which information is received. Admission of any other person to the proceeding shall be at the discretion of the Chair. If a student, with notice, does not

attend the Academic Integrity Review, the information in support of the charges may be presented and considered even if the student is not present.
Proceeding: The Chair will set the schedule and agenda for the Academic Integrity Review. Generally, the proceeding will include the Chair stating the allegations that have led to the proceeding, an opportunity for the student to present explanations and reasons for a preferred resolution, and the opportunity to question witnesses. All procedural questions are subject to the final decision of the Review Panel.
Presenting Information and Witnesses: The Chair may arrange for witnesses to present relevant information during the proceeding. The Respondent must submit witnesses they intend to request to present relevant information to the Chair at least 3 days prior to the proceeding. Witnesses may be asked to provide information to and answer questions from the Review Panel and student.
Relevant Information: Relevant records, exhibits, and written statements may be accepted as inculpatory or exculpatory information (i.e., information or evidence that tends to prove and disprove the allegation) for consideration by the Administrator. Each party must make every effort to deliver any relevant information to the Chair at least 3 days prior to the proceeding. Unless a party was prevented from accessing relevant information due to factors beyond that party's control, the Review Panel will not consider any information, including relevant information, submitted after the Academic Integrity Review.
Record: The Chair must ensure that a member of College staff is present to take minutes.
Determination: After the Academic Integrity Review, the Review Panel will confer. The Review Panel shall determine whether, by a preponderance of the evidence, the Respondent has violated each section of the Academic Integrity requirement that the Respondent is charged with violating. The Chair shall assign the task of drafting the determination to themselves or another Review Panel member; each Review Panel member will be afforded the opportunity to make comments and edits. The determination must include a summary of the complaint; the Review Panel's reasoning; the consequence (if any); and directions regarding how to appeal the decision. The Chair shall deliver the determination to the Respondent in writing on or before 15 days after the Review Panel conference.
Appeal: The student may appeal the determination only as stated in this section. An appeal of the determination is made to the Vice President of Academic Affairs, who must hear the appeal and render a final decision. The Vice President of Academic Affairs may not have directly participated in any other proceeding related to the charged violation, except appointing the Review Panel. The Vice President of Academic Affairs is the "Appeal Reviewer."
Time Limit: The student must appeal on or before 5 days after receiving the Review Panel's determination, using the contact information provided in the determination. Untimely appeals will not be considered; the student will be notified in writing if their appeal is untimely.
Appeal Process: The student will state the specific reason for their appeal in writing, using the basis for appeal from this procedure. The Appeal Reviewer may request a meeting to hear the student's argument and ask questions; in this case, minutes should be taken by a College staff member.
Record for Appeal: The Appeal Reviewer will conduct the appeal using solely the appeal document, the determination, the Academic Integrity Review record, the record of preceding meetings under this procedure, and (if requested) the student's verbal argument.
Basis for Appeal: The Appeal Reviewer may review the record for appeal for the following:
To determine whether the Academic Integrity Review was conducted fairly considering the complaint and information presented, and in conformity with prescribed procedures, giving the student a reasonable opportunity to prepare and to present a response to those allegations. Deviations from designated procedures will not be a basis for sustaining an appeal unless the deviation significantly prejudiced the results.
To determine whether the decision reached regarding the student was based on substantial information (that is, whether there were facts in the case that, if believed by the fact finder, were sufficient to establish that a violation of the Academic Integrity requirement occurred).
To determine whether the consequence(s) imposed were tailored to the violation of the Academic Integrity requirement which the student was found to have committed.
To consider whether the student was prevented by factors beyond their control from accessing relevant information that is sufficient to alter the decision that was not brought out in the Academic Integrity Review.
Appeal Results: The Appeal Reviewer will deliver the result on or before 15 days after the record is complete (either after receipt of the appeal or after requested argument).
Results of Appeal:
The Appeal Reviewer's decision will include a summary of the appeal and the basis for the Appeal Reviewer's decision.
If an appeal is upheld by the Appeal Reviewer due to new information being submitted (10.d.iv.), the Appeal Reviewer will send the complaint back to the Review Panel to allow review of the determination with the new, relevant information and notify the parties of that decision in writing. If due to extenuating circumstances, a member of the Review Panel is unavailable for this process, the Appeal Reviewer will assign a new member to accommodate the circumstances. The result of the review will be submitted to the

Appeal Reviewer in writing for a final determination.
If any appeal is upheld for any other bases of appeal listed in 10.d., the Appeal Reviewer will deliver the decision in writing to the student and state final consequences, or other necessary steps based on the decision.
Finality: The Appeal Reviewer's decision is final, except in cases of expulsion or other permanent dismissal from the College. If a student has been expelled or permanently dismissed from the College, the student may make a final appeal to the College President. In this case, the student must appeal to the President within 5 days of receiving the Appeal Reviewer's final decision, and the President will review the Record of Appeal described above to ensure that the student was afforded the rights described in this procedure and that no overriding fact in the Record of Appeal was ignored throughout the Student Code of Conduct Procedure. The President will consider the Record of Appeal and promptly deliver a determination to the student in writing.
Recordkeeping: The College will maintain the record of the Academic Integrity complaint, proceedings, and resolution for at least as long as is required by state law for the relevant type of record. While in possession of the record, the College shall make, preserve, and have available for copying upon request of the student an accurate and complete record of the complaint record as stated in this procedure.
Additional Rights and Responsibilities
Northwest Florida State College Campus Safety & Security: All Northwest Florida State College-employed police officers have the authority to control access to and to patrol College premises. Campus Safety & Security may have an obligation to investigate alleged Academic Integrity violations as a criminal matter. Campus Safety & Security will refer matters to this procedure as a complaint when this procedure is implicated.
Inapplicable Rules: Rules that are applied in local, state, or federal civil or criminal proceedings are not applicable to the Northwest Florida State College Academic Integrity requirement. For example, and without limitation, such inapplicable rules include those of process, procedure, and evidence that are applied in criminal or civil court.
College Legal Counsel: The College reserves the right to have counsel in attendance or on notice of any meeting under the Academic Integrity procedure.
Withdrawing to Avoid Academic Integrity Proceeding: If a student withdraws to avoid an Academic Integrity proceeding, the College may continue to follow this procedure to reach a resolution of the complaint.

IV. Academic Integrity Consequences

The College may impose the following consequences either singly or in combination. Failure to adhere to the consequences imposed may be cause for further consequences.

Level A Consequences

Level A consequences may be imposed by the instructor or the Chair or Program Director.
Warning: The appropriate College officials may notify the student that continuation or repetition of specified conduct may be cause for other disciplinary action.
Reprimand: A written notice may be given to any student whose conduct violates any part of these regulations. Such a reprimand does not restrict the student in any way but does have important consequences. It signifies that they are in effect being given another chance to conduct themselves as a proper member of the College community and that any further violation may result in more serious consequences.
Restitution: A student who has committed an offense against property may be required to reimburse the College or other owner for damage to or misappropriation of such property. Any such payment in restitution shall be limited to cost of repair or placement.
Temporary Classroom Removal: The instructor has the primary responsibility for control over classroom behavior and maintenance of academic integrity and can order any student engaged in disruptive conduct or conduct that violates the general rules and regulations of the College to be temporarily removed from the classroom and any class sessions.
Volunteering or Assignment: Related to the behavior violating the Academic Integrity requirement, the Instructor, Chair, or Program Director may assign volunteer work on College premises to support the College's mission or assign work product to the student. Failure to complete such volunteering or other assignment may be cause for further consequences.
Invalidation of Credit and Grade Reductions: The consequence may be reduction of grade or denial of academic credit.
Interim Removal from Practical Training Experience: The applicable College staff member may temporarily remove the student from any practical training experience if the alleged conduct in places implicates that workplace.

Level B Consequences

Level B consequences may be recommended by the instructor to the Chair or Program Director, and such imposed consequence will take effect at the time of referral to the Chair or Program Director for review and will remain in place until the resolution of the complaint is final. Level B consequences may likewise be required by the Chair or Program Director after a review by the Chair or Program Director.
Suspension: The instructor may, in consultation with the Chair or Program Director or Dean, temporarily suspend the student for the duration of the Academic Integrity proceeding or for a stated period thereafter as a consequence. The reasons for such interim suspension may be outlined in the Program Handbook and must be consistent with this procedure. If a student is suspended, he or she will be separated from the College for a stated period and provided with the conditions of readmission to the College.
Disciplinary Probation: Continued enrollment of a student on probation may be conditioned upon or adherence to the Academic Integrity requirement. Any student placed on probation will be notified of the terms and length in writing. Probation may include restrictions upon the extracurricular activities of a student. Any conduct in violation of the Academic Integrity requirements while on probationary status may result in the imposition of a more serious disciplinary action.

Level C Consequences

Level C consequences may only be imposed after an Academic Integrity Review.
Invalidation of Credit or of Degree Based on Credit: The consequence may be invalidation of the college degree issued based on the academic credit earned in violation of the Academic Integrity requirement.
Program Dismissal: The dismissal of a student from participation in a program for a stated period.
College Dismissal: The dismissal of a student from registration at the College for a stated period.
Expulsion: Permanent removal and exclusion from the College, College controlled facilities, programs, events, and activities.

Programmatic Requirements

Some programs may be required to adhere to additional state, federal, or organizational and accrediting agency guidelines and regulations regarding disciplinary consequences and proceedings. The students in these programs will be made aware of the additional requirements and must follow those requirements as well. Those requirements may provide that, if the student's conduct does not meet the requirements, the student may not continue in the program or the student's behavior must be reported to regulatory authorities.

Student Code of Conduct

College students are members of the College's academic, local, state, and national communities and are therefore expected to conduct themselves as law-abiding members of each community. Admission to the College carries with it privileges and imparts responsibilities apart from those rights and duties enjoyed by non-students. In recognition of the special relationship that exists between the College and the community that it serves, the District Board of Trustees of Northwest Florida State College has authorized the President of the College to take such action that may be necessary to maintain campus safety and preserve the integrity of the College and its educational environment.
Under this authority and as directed by Florida Statutes, the College has developed the following Student Code of Conduct, which governs student conduct on campus. When a student fails to abide by the Student Code of Conduct, disciplinary action may be taken, up to and including expulsion.
Some academic programs may impose additional standards that provided by law, professional regulatory bodies, advisory committees, national standards, accreditation standards, or other standards applicable to those programs, and those programs may provide for further program-specific discipline for student conduct. Such programs are authorized to develop their respective standards in addition to those found in this Code of Conduct. Students in these programs will be provided notice of such program standards.

I. Definitions

In addition to the general definitions for the Collected Grievance Procedures, these specific definitions apply to the Student Code of Conduct.
"Administrator" means an employee impartial to the alleged violation and who is appointed by the Chief Student Success Officer to address a complaint. Such Administrator will generally be a Director or Executive Director reporting to the Chief Student Success

Officer or, as needed by the College, may be an Academic Affairs Chair and Director or other designated College employee classified as Administrative I or above.
"Complainant" means the person filing the complaint.
"Respondent" means the student(s) or student organization(s) that have been accused of violating the Code of Conduct.

II. Prohibited Conduct

College disciplinary measures may be imposed for conduct that adversely affects the College's pursuit of its educational objectives, that violates or shows a disregard for the rights of other members of the academic community, or that endangers any property or person at the College. Individual, group, or organizational misconduct, which is subject to disciplinary consequences, includes but is not limited to the following offenses:
Academic offenses: Refer to the Academic Integrity Procedure.
Alcoholic beverages: The unauthorized use or possession of alcoholic beverages on campus or at any College-sponsored event, except College events where the College provides alcoholic beverages.
Bullying: Systematically and chronically inflicting physical hurt or psychological distress on another person. Bullying is further defined as unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture by a student that is severe or pervasive enough to create an intimidating, hostile, or offensive educational environment, cause discomfort or humiliation, or unreasonably interfere with an individual's educational experience.
Bullying includes behavior such as teasing; social exclusion; threat; intimidation; stalking; physical violence; theft; sexual, religious, or racial harassment; public or private humiliation; and/or destruction of property.
Cyberbullying: Bullying, using technology or any electronic communication, includes, but is not limited to, transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in photo-optical systems, email, internet, webpages, instant messages, facsimile, social networking and/or phone. Cyberbullying is created by the transmission of electronic content, which is communicated and posted to more than one person that interferes with the orderly operation of the educational environment.
Dangerous conduct: Any conduct that constitutes a danger to any person's health, safety, or personal well-being, including any physical or immediate threat to others.
Dating violence, domestic violence, sexual assault, or stalking: A type of abuse or violence where there is a pattern of controlling behaviors that is used to establish power over a partner to control actions and activities. One can experience trauma where abusive relationships can increase in danger, or dangerous situations where students would not feel safe or secure. Actions include disrespectful and hurtful behaviors that one partner may use against another partner, causing a partner physically harm, stalking, threatening, isolating, gesturing and/or demanding unwanted sex practices.
Disorderly conduct or language: Any individual or group behavior or language which is abusive, obscene, lewd, indecent, violent, excessively noisy, disorderly, or which unreasonably disturbs other groups or individuals.
Drugs: The unlawful possession or use of any drug or controlled substance, including any stimulant, depressant, narcotic, hallucinogenic drug or substance, marijuana, or sale or distribution of any such drug or controlled substance on college owned or controlled property or at any college sponsored activity.
Explosives, fireworks, and flammable materials: The unauthorized possession, ignition, or detonation of any object or article, that would cause damage by fire or other means to persons or property.
Failure to cooperate with College officials: Failure to comply with directions of College officials acting in the performance of their duties.
Financial misconduct: Conduct, including but not limited to, knowingly passing forms of payment such as a worthless check, debit, credit card, or money order in payment to the College community.
Firearms/Weapons: Possession, other than legally and securely stored in your vehicle, or use of firearms or other dangerous weapons at any College location or activity except by authorized law enforcement officers in the performance of their duties is prohibited behavior and will subject the offender to disciplinary procedures as well as appropriate action by civil authorities.
Gambling: Gambling in any form.
Harassment: Any act of harassment by an individual or group against a student, college employee, campus group, visitor, or guest. Harassment shall include, but not be limited to, insults, heckling, verbal abuse, threats of physical abuse, unwanted suggestions of a sexual nature, repeated teasing or annoyance of another, or other actions intended to disturb others.
Hazing: Any intentional or reckless act, on or off the property of the College, by students acting alone, or with others, involving any action which is directed against any other students that endangers the mental or physical health or safety of that student, or which induces or coerces a student to endanger such student's mental or physical health or safety. Hazing is defined as those actions taken and situations created in connection with initiation into or affiliation with any organization.
Inappropriate clothing: Nudity is prohibited. Clothing that decreases physical safety in the classroom or learning environment or that violates your Program Handbook or syllabus for a particular course is prohibited; such a violation may also violate the Academic

Integrity requirement.
Misuse of documents or identification cards: Any forgery, alteration of, or unauthorized use of College documents, forms, records, or identification cards including information collected in connection with a student's admission, enrollment, financial transactions, or status in the College.
Obstruction of or interference with College activities or facilities: Any intentional interference with or obstruction of any College activity, program, event, or facilities including the following:
Unauthorized occupancy of the College, College controlled facilities, or blockage of access to or from such facilities.
Interference with the right of way of any College staff or other authorized person to gain access to the College or College controlled activity, program, event, or facilities.
Obstruction or delay of a campus security officer, fire/rescue service, or any College official in the performance of his/her duty.
Acts of misuse, vandalism, malicious or unwarranted damage or destruction, defacing, disfiguring, or unauthorized use of property belonging to the College including but not limited to fire alarms, fire equipment, elevators, telephones, College keys, library materials, and/or safety devices; and any such act against a member or guest of the College.
Trespass (to enter or remain in a place that the student is not authorized to be), which includes failure to leave after instructed to do so by Northwest Florida State College Campus Safety & Security Officer(s) or other authorized Northwest Florida State College employee.
Performances Unsuitable for Minors: Any show, exhibition, or other presentation in front of a live audience which, in whole or in part, depicts or simulates nudity, sexual conduct, sexual excitement, or specific sexual activities as those terms are defined in section 847.001, Florida Statutes, lewd conduct, or the lewd exposure of prosthetic or imitation genitals or breasts when it: predominantly appeals to a prurient, shameful, or morbid interest; is patently offensive to prevailing standards in the adult community of this state as a whole with respect to what is suitable material or conduct for the age of the child present; and taken as a whole, is without serious literary, artistic, political, or scientific value for the age of the child present. Any violation of section 827.11, Florida Statutes, or related law is a violation of the Student Code of Conduct. Because the College is an open access institution operating on public property that is available to all ages, including minors, no adult live performances prohibited by law are permitted by students, student organizations, or any performer, vendor, or other guest of the College at any time on any College property or College-sanctioned event.
Theft: Unauthorized possession or sale of College property
Unauthorized use of a restroom/changing room: Willfully entering and refusing to vacate a restroom or changing facility designated for the opposite sex after a request to do so from any administrative, instructional, security or law enforcement personnel or any other action or omission related to restroom/changing room use that violates section 553.865, Florida Statutes.
Unacceptable conduct at a College hearing or meeting: Any conduct at any College hearing or meeting involving contemptuous, disrespectful, or disorderly behavior or presenting false testimony or other evidence.
Violation of Other Secondary or Postsecondary Institution's Code of Conduct: Any dual enrollment student violating their home institution's code of conduct.
Violations of rules and regulations: Any violation of the rules and regulations of the College as published in an official College publication, including the intentional failure to perform any required action or the intentional performance of any prohibited action.
Violations of state or federal laws: Any violation of or failure to obey state or federal laws, regulations, or ordinances proscribing or prescribing conduct or establishing offenses.
Attempt or aiding and abetting the commission of offenses: Any attempt to commit any of the foregoing offenses or the aiding and abetting of the commission of any of the foregoing offenses. An "attempt" to commit any of the prohibited actions is the intention to commit an offense coupled with the taking of some action toward its commission.

III. Student Code of Conduct Procedure

At all times during a Student Code of Conduct procedure, all involved individuals will conduct themselves with professionalism and courtesy. When a student or student organization (the "Respondent") has allegedly violated the Student Code of Conduct, the following procedures apply.
Support Measures and Resolution with Complaint: The College encourages instructors, staff, and students to make every reasonable effort to resolve disputes and behavior issues outside of the Student Code of Conduct complaint process in all appropriate cases. The College strives to make many avenues of support available. Student Support Resources can be found at the beginning of the Collected Grievance Procedures.
Who May File a Complaint?: Any instructor, staff, student, or guest at a College location may file a complaint against a student or student organization for violation of the Student Code of Conduct and should do so as soon as possible after the conduct in question occurs. Submit a complaint here.
Responsible Employees: If a College employee with supervisory or managerial authority is notified of an alleged Student Code of

Conduct violation that creates a safety concern, the employee has an obligation to personally file the complaint. The College may proceed with such complaint regardless of whether the person who notified the responsible employee chooses to participate.
Inquiries Regarding Complaint Status: When the College has received a complaint, inquiries about the status of the complaint will be addressed as appropriate in the investigative process. An affiliate or partner of the College (such as a high school or clinical site) seeking information regarding a complaint should contact the office responsible for administering the agreement with that affiliate or partner, and information will be provided as appropriate under this procedure. If the Respondent or Complainant is a dual-enrolled student, the College reserves the right to notify the student's high school.
Complaint Referred by College Department: Northwest Florida State College Campus Safety & Security will refer alleged violations of the Student Code of Conduct for procedures by filing a complaint. The College prefers to resolve student conduct matters through this procedure, but Campus Safety & Security may also have an independent obligation to investigate alleged criminal conduct. Likewise, Human Resources and the Title IX Officer may refer appropriate complaints to the Student Code of Conduct process, and complaints under this procedure may be referred to Human Resources or the Title IX Officer as well.
Action by Other Authorities: The College may enforce the Code of Conduct requirement regardless of whether any other authority has instituted any proceedings or taken any action in relation to the alleged violation. In other words, the College may impose consequences for violating its Code of Conduct requirement regardless of whether any other authority acts under any other applicable local, state, or federal law. (For example, even if an action or omissions is not actionable by Campus Safety & Security, the College may act under this policy.) Conversely, when in the best interest of the College, the College may postpone action or take interim or temporary action if another authority is addressing alleged conduct that is in violation of the Code of Conduct requirement. The College may also refer allegations to appropriate or additional authorities as required by law. (For example, even if an action or omission is actionable under this policy, the College may choose or be required to refer the matter to Campus Safety & Security, Collegiate High School, or the Title IX Officer.)
Delivery of Notices: When information must be delivered to a party, it will be delivered as follows:
If the Respondent is 18 years of age or older, notice will be delivered to the Respondent's institutional e-mail address. If the Respondent is under 18 years of age, notice will be delivered to the Respondent's institutional e-mail address and to the Respondent's parent. If the Respondent is a student organization, notice will be delivered to the student organization's e-mail address.
If the Complainant is a student, any necessary notice will be delivered to the Complainant's institutional e-mail address. If the Complainant is a student organization, any necessary notice will be delivered to the student organization's e-mail address. If the Complainant is an employee, any necessary notice will be delivered to the Complainant's institutional email address. If the Complainant is a visitor, and the College is actively seeking their participation in the complaint, any necessary notice will be delivered to the Complainant's e-mail address as designated in the complaint.
Time Limit for Beginning Complaint Procedures: Conduct procedures may begin up to one calendar year after the date of the alleged violation; generally, the College will strive to begin conduct procedures, if any, within 60 days of receiving a complaint. Either limit may be extended or waived when required by federal or state law or other written College policy or procedure or to protect the health, safety, or well-being of the student, student organization, or other College student, personnel, or operations.
Referral to an Administrator: After receiving a complaint, the Chief Student Success Officer will appoint an Administrator, who will have the authority to resolve the complaint within the terms of this procedure. The Administrator shall consider all evidence, determine the facts, render a decision, and impose consequences as necessary.
Rights of Students and Student Organizations: In addition to any other protections set out elsewhere in this section, the Respondent will be provided the following protections:
The College will presume that no violation occurred;
The College has the burden to prove, by a preponderance of the evidence, that a violation has taken place. Preponderance of the evidence means that the relevant information presented supports the finding that it is more likely than not that the Respondent violated of the Student Code of Conduct;
The right to an impartial hearing officer, which is the Administrator or the Review Panel, to address the alleged violation of the Student Code of Conduct;
The right against self-incrimination and the right to remain silent. If the Respondent chooses to remain silent, the College cannot use that silence against the Respondent;
The right to present relevant information and question witnesses; and
The right to have an advisor, advocate, or legal representative, at the Respondent's own expense, present at any proceeding, whether formal or informal (an "Advisor").
The Complainant may also be assisted by an Advisor of their choice, at their own expense.
The Advisor may directly participate in all aspects of the proceeding, including the presentation of relevant information and questioning of witnesses.
The Advisor may not serve in any other role, including as an Administrator (or other investigator, decider of fact, hearing officer, or

member of any committee or panel reviewing the charge or any appeal).
The Complainant or Respondent remains responsible for all communication sent from the College and the Administrator. If the Complainant or the Respondent intend to have an attorney serve as the Advisor, they must notify the Administrator no later than 3 days prior to the first meeting at which the attorney-Advisor will be present.
Accommodations: If a student requires a medical accommodation based on a disability, the College will cooperate with the Accommodations Resource Center to find resources to permit the student to participate in the Disciplinary Proceeding fully. Separate from an accommodation for disability, the College may make reasonable adjustments or introduce support measures to address concerns for the personal safety or well-being of the Complainant, Respondent, or witness during the proceeding by providing separate facilities; by using, when available and feasible, a visual screen; or by permitting participation by telephone, videophone, closed circuit television, video conferencing, videotape, audio tape, written statement, or other means, where and as determined in the sole judgment of the Administrator to be appropriate.
Notice of the Complaint: After assignment, the Administrator will provide the Respondent with timely written notice of the alleged violation. The written notice will be delivered to the Respondent at least 7 days prior to the first meeting of the Disciplinary Proceeding. The written notice will include the allegations to be investigated, a citation to the specific provision or provisions of the Student Code of Conduct at issue, the process to be used in determining whether a violation has occurred and associated rights, and the date, time, and location of the Disciplinary Proceeding.
Respondent Request for Informal Resolution Conference: A Respondent may request an earlier Informal Resolution Conference in accordance with subsection (11).
Multiple Respondents: When a complaint involves more than one Respondent or when multiple complaints involve the same Respondent, the Administrator, in their discretion, may conduct the proceeding concerning each Respondent or complaint either separately or jointly.
Investigation: The Administrator will gather facts, evidence, and statements from individuals involved in the complaint and make an initial determination of (1) whether there is insufficient evidence to support the complaint or (2) to continue to informal or formal resolution.
Insufficient Evidence: If the Administrator finds that there is insufficient evidence to continue the conduct proceeding, the complaint will be closed without further action and the Respondent will be informed in writing by the Administrator. Insufficient evidence means that a person equipped with the evidence and Student Code of Conduct could not reasonably review the evidence and determine that it is more likely than not that a violation occurred. The Administrator may refer Complainant, Respondent, and any other individuals involved to support resources.
False Complaints: If the Administrator determines that false information was provided in a complaint, the Complainant may be subject to disciplinary proceedings under the appropriate policies (for instance, Student Code of Conduct for students or Human Resources processes for employees).
Resolution Conference: In many cases, if the Administrator finds that sufficient evidence exists to continue with the conduct proceeding, the Administrator may invite the Respondent to participate in informal resolution. The Administrator will meet with the Respondent to discuss the complaint and design a resolution of the issues. The Respondent will be offered the opportunity to explain the conduct in question and provide the Administrator with a detailed written explanation if the Respondent chooses to do so. The Administrator will write the resolution plan and distribute it to the Respondent for signature to close the matter if a resolution can be reached and may impose Level One consequences.
Additional Conference Guidelines: The Administrator will remind the Respondent of their rights under the Student Code of Conduct. The conference will not be recorded, but the Administrator will ensure that minutes of the conference are taken that state attendees, topics covered, and any resolution reached. The Administrator may request any College staff or agent to sit in on the conference, other than those who may be required to review the complaint in further steps. The Administrator or Respondent may request further informal conferences to continue the resolution plan, as needed, but additional informal conferences may not be used to delay a Disciplinary Proceeding.
Failure to Attend: Failure of the Respondent to meet with the Administrator within 10 days of a request for an Informal Resolution Conference will not prevent the process of collecting information or the decision to move forward with a Disciplinary Proceeding.
Appeal: If a resolution is reached with no consequences or Level One consequences only, the complaint is closed, and the matter cannot move forward to a Disciplinary Proceeding or appeal.
Disciplinary Proceeding: If the alleged violation cannot be or is not proper to be resolved through a Resolution Conference (such as if the Respondent declines to participate in a resolution plan or if a Level Two or Three consequence is recommended), the Administrator will notify the Respondent and the Chief Student Success Officer that a Disciplinary Proceeding will be held.
Appointment of the Disciplinary Review Panel: Upon notice, the Chief Student Success Officer will assign two employees in addition to the Administrator to the Disciplinary Review Panel, which will have the authority to resolve the complaint within the terms of this procedure. The Administrator will act as Chair of the Review Panel. The Review Panel shall consider all evidence, determine the facts, render a decision, and impose consequences as necessary. The Review Panel members will be impartial. The

College will make assignments in the best interest of College operations and to ensure impartiality for the Review Panel. To be eligible to sit on a Review Panel, the individuals must have completed College-prescribed training.
Any Further Investigation: Prior to providing notice to the Respondent, the Administrator will conduct any further investigation necessary and deliver the record of the proceeding to date to the Review Panel.
Notice of Disciplinary Proceeding: At least 5 days before the first meeting of the Disciplinary Proceeding, the Administrator must provide the Respondent with a listing of all known witnesses that have provided, or will provide, information against the Respondent and all known information relating to the allegation, including inculpatory and exculpatory information.
Attendance: The Disciplinary Proceeding normally shall be conducted in private. The Complainant, Respondent, and either party's Advisor (if any) shall be allowed to attend the entire portion of the Disciplinary Proceeding at which information is received. Admission of any other person to the proceeding shall be at the discretion of the Review Panel Chair.
Proceeding: The Administrator will set the schedule and agenda for the Disciplinary Proceeding. Generally, the proceeding with include the Administrator stating the Complainant's allegations that have led to the proceeding, an opportunity for the Complainant and Respondent to present explanations and reasons for a preferred resolution, and the opportunity to question witnesses. All procedural questions are subject to the final decision of the Review Panel.
Presenting Information and Witnesses: The Administrator may arrange for witnesses to present relevant information during the proceeding; the Complainant and the Respondent must submit a list of witnesses that they intend to request to present relevant information to the Review Panel at least 3 days prior to the proceeding. Witnesses may be asked to provide information to and answer questions from the Review Panel, Respondent, Complainant, and the parties' respective Advisors (if any).
Relevant Information: Relevant records, exhibits, and written statements may be accepted as inculpatory or exculpatory information (i.e., information or evidence that tends to prove and disprove the allegation) for consideration by the Review Panel. Each party must make every effort to deliver any relevant information to the Administrator at least 3 days prior to the proceeding. Unless a party was prevented from accessing relevant information due to factors beyond that party's control, the Review Panel will not consider any information, including relevant information, submitted after the Disciplinary Proceeding.
Record: The Administrator will ensure that a member of College staff is present to take minutes.
Failure to Attend: If a Respondent, with notice, does not attend the Disciplinary Proceeding, the information in support of the charges may be presented and considered even if the Respondent is not present.
Determination: After the Disciplinary Proceeding, the Review Panel will confer. The conference will be private. The Review Panel shall determine whether, by a preponderance of the evidence, the Respondent has violated each section of the Student Code of Conduct the Respondent is charged with violating. The Chair shall assign the task of drafting the determination to themselves or another Review Panel member; each Review Panel member will be afforded the opportunity to make comments and edits. The determination must include a summary of the complaint; the Review Panel's reasoning; a statement of the consequences (if any); and directions regarding how to appeal the decision, including contact information for the Appeal Reviewer. The Respondent shall be notified of the determination in writing within 15 days after the conclusion of the Disciplinary Proceeding.
Appeal: The Respondent may appeal if the Review Panel determines that a violation of the Student Code of Conduct occurred. An appeal of the determination is made to the Chief Student Success Officer, who must hear the appeal and render a final decision. The Chief Student Success Officer may not have directly participated in any other proceeding related to the charged violation, except to assign the Administrator and Review Panel. The Chief Student Success Officer is the "Appeal Reviewer."
Bases for Appeal: The Appeal Reviewer will review:
To determine whether the Disciplinary Proceeding was conducted fairly considering the complaint and information presented, and in conformity with prescribed procedures, giving the Complainant a reasonable opportunity to prepare and to present information that the Student Code of Conduct was violated, and giving the Respondent a reasonable opportunity to prepare and to present a response to those allegations. Deviations from designated procedures will not be a basis for sustaining an appeal unless the deviation significantly prejudiced the results.
To determine whether the decision reached regarding the Respondent was based on substantial information (that is, whether there were facts in the case that, if believed by the fact finder, were sufficient to establish that a violation of the Student Code of Conduct occurred).
To determine whether the consequence(s) imposed were tailored to the violation of the Student Code of Conduct which the Respondent was found to have committed.
To consider whether the Respondent was prevented by factors beyond their control from accessing relevant information that is sufficient to alter the decision that was not brought out in the Disciplinary Proceeding.
Time Limit: An appeal must be made on or before 5 days after receiving the Review Panel's determination, using the contact information provided in the determination. Untimely appeals will not be considered; the appealing party will be notified in writing if their appeal is untimely.
Appeal Process: The appealing party will state the specific reason for their appeal in writing, using the bases for appeal from this procedure. The Appeal Reviewer will permit the other party to submit a written response to the appeal on or before five days of

receipt. The Appeal Reviewer may request to hear each party's argument; in this case, minutes will be taken.
Record for Appeal: The Appeal Reviewer will consider the appeal using solely the appeal document, any response, the determination, the Disciplinary Proceeding record, and (if requested) each party's verbal argument.
Appeal Results: The Appeal Reviewer will deliver the results of the appeal on or before 15 days after the record is complete (which will begin after the response, or, if the Appeal Review requests it, after argument). The Appeal Reviewer's decision will include a summary of the appeal and the basis for the Appeal Reviewer's decision.
If an appeal is upheld by the Appeal Reviewer due to new information being submitted (13.a.iv.), the Appeal Reviewer will send the complaint back to the Review Panel to allow review of the determination with the new, relevant information and notify the parties of that decision in writing. If due to extenuating circumstances, a member of the Review Panel is unavailable for this process, the Appeal Reviewer may assign a new member to accommodate the circumstances. The result of the review will be submitted to the Appeal Reviewer in writing for a final review.
If any appeal is upheld for any other bases of appeal listed in 13.a., the Appeal Reviewer will deliver the decision in writing to the Respondent and Complainant and state final consequences or other necessary steps based on the decision.
The Appeal Reviewer may reduce, but not increase, the consequences assigned by the Review Panel, unless the safety of the Respondent or College community is actively at risk. If the Appeal Reviewer increases the consequences for any reason, that decision must be supported by substantial information.
Finality: The Appeal Reviewer's decision is final, except in cases of expulsion or other permanent dismissal from the College. If a student has been expelled or permanently dismissed from the College, the student may make a final appeal to the College President. In the case of expulsion or permanent dismissal, the student must appeal to the President within 5 days of receiving the Appeal Reviewer's final decision, and the President will review the Record of Appeal described above to ensure that the student was afforded the rights described in this procedure and that no overriding fact in the Record of Appeal was ignored throughout the Student Code of Conduct Procedure. The President will consider the Record of Appeal and promptly deliver a determination to the student in writing.
Recordkeeping: The College will maintain the record of the Student Code of Conduct complaint, proceedings, and resolution for at least as long as is required by state law for the relevant type of record. While in possession of the record, the College shall make, preserve, and have available for copying upon request of the student an accurate and complete record of the complaint record as stated in this procedure.
Additional Rights and Responsibilities
Northwest Florida State College Campus Safety & Security: All Northwest Florida State College-employed police officers have the authority to control access to and to patrol College premises. Campus Safety & Security may have an obligation to investigate alleged Code of Conduct violations as a criminal matter. The Administrator may request that Campus Safety & Security participate in any investigation or proceeding, as needed.
Inapplicable Rules: Rules that are applied in local, state, or federal civil or criminal proceedings are not applicable to the Northwest Florida State College Student Code of Conduct. For example, and without limitation, such inapplicable rules include those of process, procedure, and evidence that are applied in criminal or civil court.
College Legal Counsel: The College reserves the right to have counsel in attendance or on notice of any meeting under the Student Code of Conduct.
Outside of Scope: Routine classroom management matters will generally be addressed by informal instructor intervention unless the conduct is repeated or severe enough that a complaint is filed under the Student Code of Conduct. Student failure to meet substantive course requirements is not a Student Code of Conduct matter. Student failure to meet the published requirements of a clinical placement, other applicable third-party standard, or other standard related to substantively completing their educational program is not a Student Code of Conduct matter; however, the College may choose to refer student behavior within a program, including off-site learning experiences to the Student Code of Conduct. A student grievance against the College is not a Student Code of Conduct matter.
Withdrawing to Avoid Student Code of Conduct Proceeding: If a student withdraws to avoid a Student Code of Conduct proceeding, the College may continue to follow this procedure to reach a resolution of the complaint.

IV. Student Code of Conduct Consequences

The College may impose the following consequences either singly or in combination.
Failure to adhere to the consequences imposed may be cause for further consequences.

Level One Consequences

Level One consequences may be agreed upon by the Administrator and Respondent in a Resolution Plan through a Resolution Conference or imposed by the Review Panel following a Disciplinary Proceeding.
Warning: The appropriate College officials may notify the Respondent that continuation or repetition of specified conduct may be cause for other disciplinary action.
Reprimand: A written reprimand or censure may be given any Respondent or organization whose conduct violates any part of these regulations. Such a reprimand does not restrict the Respondent in any way but does have important consequences. It signifies that they are in effect being given another chance to conduct themselves as a proper member of the College community and that any further violation may result in penalties that are more serious.
Restitution: A Respondent who has committed an offense against property may be required to reimburse the College or other owner for damage to or misappropriation of such property. Any such payment in restitution shall be limited to cost of repair or placement.
Restrictions: Restrictions upon a Respondent privileges may be imposed for a period. These restrictions may include, for example, denial of the right to represent the College in any way, denial of use of facilities, parking privileges, participation in extracurricular activities, or restriction of organizational privileges.
Temporary Classroom Removal: Whether before, during, or after a Student Code of Conduct complaint, the instructor has the primary responsibility for control over classroom behavior and maintenance of academic integrity and can order any Respondent engaged in disruptive conduct or conduct that violates the general rules and regulations of the College to be temporarily removed from the classroom and any class sessions.
Volunteering or Assignment: Related to the behavior violating the Code of Conduct, the Administrator may assign volunteer work on College premises to support the College's mission or assign work product to the Respondent.

Level Two Consequences

Level Two consequences may be recommended by the Administrator, and such imposed consequence will remain in place until the Disciplinary Proceeding has occurred and the resolution of the matter is final.
Suspension: Immediate, interim consequences, up to and including suspension, may be necessary in some cases to guarantee the safety and harmony of the College environment. To provide and protect a safe learning environment, the College reserves the right to invoke immediate consequences based upon the nature and seriousness of the offense. The interim consequences will be tailored to the alleged offense. The interim consequences will be followed by the Student Code of Conduct procedures. If a Respondent is suspended, he or she will be separated from the College for a stated period and provided with the conditions of readmission to the College.
Disciplinary Probation: Continued enrollment of a Respondent on probation may be conditioned upon or adherence to specified conditions. Any Respondent placed on probation will be notified of the terms and length in writing. Probation may include restrictions upon the extracurricular activities of a Respondent. Any conduct in violation of these regulations while on probationary status may result in the imposition of a more serious disciplinary action.

Level Three Consequences

Level Three consequences may be imposed by the Review Panel following a Disciplinary Proceeding.
Program Dismissal: The dismissal of a Respondent from participation in a program for a stated period.
College Dismissal: The dismissal of the Respondent from registration at the College for a stated period.
Expulsion: Permanent removal and exclusion from the College, College controlled facilities, programs, events, and activities.

Programmatic Requirements

Some programs may be required to adhere to additional state, federal, or organizational and accrediting agency guidelines and regulations regarding disciplinary consequences and proceedings. The students in these programs will be made aware of the additional requirements and must follow those requirements as well. Those requirements may provide that, if the student's conduct does not meet the requirements, the student may not continue in the program or the student's behavior must be reported to regulatory authorities.

Dual Enrollment Program Requirements

Dual enrollment students must have good attendance and discipline records to participate in the dual enrollment program. Dual enrollment students understand that if they violate any items in their high school's code of conduct, NWFSC reserves the right to deny that student participation in dual enrollment. A few examples include:
When a dual enrollment student is placed on out-of-school suspension by their high school, the student will not be permitted to attend dual enrollment classes at NWFSC physical locations for the dates indicated in the suspension.
Dual enrollment students are not permitted to enroll in, register for, or participate in College course(s) if they are currently subject to expulsion processes or have previously been expelled from a secondary school.
If a dual enrollment student has committed an act that constitutes a serious threat to any secondary or postsecondary school or student safety (aggravated battery; homicide; armed robbery; possession, use, or sale of any explosive; arson device; battery or aggravated; possession, use, or sale of narcotic or other controlled substance; possession, use, or sale of any firearm; battery on a teacher or other school personnel; sexual battery; victimization; false alarms, including but not limited to, pulling fire alarms) which results in a recommendation for expulsion, or placement in an alternative setting, by the high school, the student will immediately lose all privileges to participate in the dual enrollment program.
A suspended dual enrollment student will be subject to any penalties noted in the syllabi of or any other consequences related to the NWFSC course(s) in which the student is registered. An expelled dual enrollment student will be administratively withdrawn. No further due process is required under the NWFSC Student Code of Conduct in any situation that falls under this section.

Title IX Grievances

The Title IX Grievance Process differs from the Student Complaint and Grievance Procedures. The procedure under the Title IX regulations (34 C.F.R. part 106) implements Northwest Florida State College policy and state and federal law that prohibit discrimination and harassment based on sex and gender in employment and educational programs or activities.
Any person may make a report of sexual harassment (whether or not that person is the Complainant or alleged victim of the conduct that could constitute sexual harassment). Reports may be made in person or via mail, phone call, or email by contacting the Title IX Coordinator:

Jessica Holley-Guiles
HR Specialist, Title IX Coordinator
100 College Blvd. East, Building 310, Niceville, FL 32578
Phone: (850) 729-5365
Email: holleyj4@nwfsc.edu

If an individual discloses sexual harassment or discrimination to a Responsible Employee of the College, that employee is obligated to report the alleged harassment to the Title IX Coordinator.
The Title IX Coordinator will contact each Complainant to discuss the availability of supportive measures and the Complainant's wishes regarding the supportive measures. The Title IX Coordinator will also discuss with the Complainant the process of filing a formal complaint and whether the Complainant will file a formal complaint.
If a formal complaint is filed either by the Complainant or the Title IX Coordinator, the College will treat Complainants and Respondents equitably and will include an objective evaluation of all relevant evidence. Each party may have an advisor. An investigation will be conducted by a trained investigator who will collect relevant evidence and interview both parties and witnesses. The investigator will provide the evidence to both parties for review, allowing at least ten (10) days for the parties to review and provide a written response. The investigator will consider these written responses before submitting the investigative report.
The decision-maker, who cannot be the same person as the Title IX Coordinator or the investigator, must allow each party's advisor to cross examine the other party and all witnesses at a live hearing. Both parties will be given at least ten (10) days between receiving the investigative report and the live hearing. Either party may request that the hearing take place with the parties in separate rooms and technology enabling the parties and decision-maker to see and hear the proceedings. The decision-maker will issue a written determination, which either party may appeal in writing within seven (7) days of the written determination.
During the formal complaint procedure, the parties may agree to an informal resolution, which is a remedies-based, non-judicial approach designed to eliminate a hostile environment without taking disciplinary action against a Respondent. Both parties must voluntarily consent to the informal resolution process in writing. The College cannot offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student.
To read the College's full Title IX procedure, click here.

Student Rights & Responsibilities:

The following rights and responsibilities are afforded and ascribed to all students, regardless of location or mode of delivery.

The right to be protected from discrimination and harassment
The right to be protected against discrimination is covered in Board of Trustees Policy GP 6.00 and is considered "Prohibited Disruption of College Operations". The right to be protected from harassment is covered by Board of Trustees Policy HR 20.00. Violations of this right should be reported here: https://www.nwfsc.edu/student-dispute-resolution/. The right to be protected against discrimination is likewise guaranteed by the NWFSC Title IX. The right to the safety and security of one's own academic records
Information about the safety and security of one's own academic records, as well as complaint procedures, are published annually in the College Catalog and may be found here: https://catalog.nwfsc.edu.
The right to be informed about completion, graduation, and transfer-out rates for all students, safety, policies and crime statistics.
The right to be informed about Safety Procedures and Crime Statistics
Crime statistics are published annually in the Student Handbook.
The right to due process if found in violation of a college policy or procedure.
Due process procedures are published annually in the Student Handbook.
The responsibility to abide by the Student Code of Conduct.
The Student Code of Conduct is published annually in the Student Handbook.

Student Records

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Academic Forgiveness
Academic Standing
Articulation of Vocational Courses/Credits
Credit by Alternative Means of Study
Credit for Armed Services Schools & Military Training
Dean's and President's Lists
Enrollment and Degree Verification
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Incomplete Grades
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Student Records

The Office of Academic Records and Enrollment serves as the custodian of education records for students who have attended Northwest Florida State College (NWFSC) or under any of its previous names. Personally identifiable information (PII) is released only upon the written and signed approval of the student in accordance with the Family Educational Rights and Privacy Act (FERPA). Please see the College's FERPA section for additional information regarding federal law and student education records.

Student Transcripts

A transcript is a student's official academic record. A separate transcript is created for each level of coursework (ex. one for Undergraduate and one for Vocational) and will display the course(s), grade(s), and cumulative GPA associated with that level.
Students have access to an unofficial copy of their transcript in RaiderNet, the student portal.
Students may request an official transcript here.
Transcripts will not be released if the student has an outstanding financial obligation to the College, and incomplete admissions file, or a Records hold their account.
Students requesting an official transcript may do so online via the Transcripts website. Students have two options for requesting a transcript, depending on whether the receiving institution or entity participates in F.A.S.T.E.R. - the Florida Automated System for Transferring Educational Records. F.A.S.T.E.R. participants include the Florida public schools (67 districts), Florida College System institutions (28 colleges), State University System institutions (12), and the Florida Department of Education. If a student is unsure whether the receiving institution and/or entity participates in F.A.S.T.E.R., please contact the Office of Academic Records and Enrollment at (850) 502-6458 or registrar@nwfsc.edu prior to making the official transcript request.

F.A.S.T.E.R Participants

There is no fee for sending official transcripts to an institution and/or entity participating in the F.A.S.T.E.R. system.
Students MUST request that their transcript be sent via the F.A.S.T.E.R. TRANSCRIPT REQUEST to have the transcript fee waived. Transcripts will be sent within five (5) to ten (10) College business days of the request. Once the request is processed by NWFSC, it may take up to five (5) College business days for the receiving institution to receive the official transcript via F.A.S.T.E.R. (it may take longer depending on whether errors occur during sending/receiving of the electronic data exchange). It is highly recommended that the student follow-up with the receiving institution and/or entity to confirm that the data exchange was successful. Students who mistakenly submit a request via TranscriptsPlus(R) on the Transcripts website will be charged the non-refundable transcript fee.

Non-Florida public school, state college, state university, or other entity

There is a fee for sending official transcripts to an institution and/or entity that does not participate in F.A.S.T.E.R. Students needing an official transcript sent to a non-participant MUST request their transcript via TranscriptsPlus(R) on the Transcripts website. Transcripts will be sent within five (5) to ten (10) College business days of the request.
A separate transcript is created for each level of coursework (ex. one for Undergraduate and one for Vocational) and will display the course(s), grade(s), and cumulative GPA associated with that level. If a student has taken courses at more than one level, the student will need to order all transcripts by choosing the "Select All" option within the TranscriptsPlus(R) request portal.
Students have access to an unofficial copy of their transcript in RaiderNet, the student portal.

GED Transcripts

NWFSC is not the entity of record for GED transcripts earned by NWFSC students. Each state's Department of Education maintains its own GED transcripts. Students that received their GED in the State of Florida can obtain their GED transcript by contacting the Florida Department of Education via the FDOE website.

Student Contact Information

A student's permanent record is maintained under the student's legal name. Students do have the option to provide a "Preferred Name" via the online College Application or within RaiderNet for enrolled students. The "Preferred Name" will be stored within the permanent record so that faculty and staff can communicate with the student by their "Preferred Name". It is the student's responsibility to notify NWFSC of any change of name, address, phone number, or email. Students can update their contact information within RaiderNet. Students needing to update their legal name with the College should contact the Office of Academic Records and Enrollment at registrar@nwfsc.edu.

Family Educational Rights and Privacy Act of 1974, as Amended (FERPA), The Buckley Amendment

NWFSC upholds the Family Educational Rights and Privacy Act (FERPA), a federal law that grants students the right to inspect, review, and amend their education records. The College will not release or disclose information, nor allow inspection of records, without prior written permission from the student except under certain circumstances where, by law, prior consent is not required. Students have the right to file a complaint with the U.S. Department of Education if they feel their records have been inappropriately released. A student's FERPA rights begin when the student is "enrolled" as defined by NWFSC as the point of registration.

Eligible Parent:

At a post-secondary institution, FERPA rights belong to the student, regardless of age. A parent or guardian providing documentation that supports the student is a current legal dependent for tax purposes may only review a student's records if approval is granted by the Executive Director of Academic Records and Enrollment.

Details:

NWFSC will provide students in attendance with annual notification of their rights available under FERPA.

Right to Review and Inspect:

Students have the right to review and inspect their permanent student records. A student desiring to review records may do so by submitting a request in writing to the Executive Director of Academic Records and Enrollment, who will schedule such inspections within 45 College business days of the request. FERPA provides a student with the right to review and inspect their education records. Students may request a copy of their educational record. Electronic files will be provided at no charge. A fee may be charged for printed copies. This is exclusive of the normal transcript service.

Waiver of Right to Inspect:

The Office of Academic Records and Enrollment does not provide confidential letters or statements of recommendation concerning admission to another educational institution or to accompany applications for employment. College staff and/or faculty who know the student personally may provide confidential letters or statements of recommendation only if the student has waived the right to inspect such letters or statements beforehand.

Right to Amend Educational Records:

The student, or eligible parents of the student, may direct challenges related to the accuracy of the student's education record to the Executive Director of Academic Records and Enrollment. If the College decides not to amend the record as requested, the Executive Director of Academic Records and Enrollment will schedule a hearing within 10 College business days of initial notification of the challenge to allow the student to present evidence relevant to the matter at the hearing. The student, or eligible parents of the student, will be notified in writing of the results. A student can insert a statement in their record after a hearing regardless of the hearing outcome (whether the College maintains, upholds, or rules against the challenge).

Disclosure Policy:

There are two types of information distinguished under FERPA: personally identifiable information and directory information. Certain conditions exist regarding the disclosure of each kind of information. NWFSC complies as follows:
Personally Identifiable Information (PII): Personally Identifiable Information (PII) is information that includes identifying data such as social security number, academic work completed, grades, achievement test scores, aptitude test scores, health data, or other personal characteristics or information which would make the student's identity easily traceable. Prior consent, in the form of a signed and dated document, must be provided by the student to authorize the College to disclose personally identifiable information. The consent must specify the educational records that may be disclosed, should state the purpose of the disclosure, and must identify the party or class of parties to whom the disclosure may be made. For convenience, a student may submit a FERPA Release to provide his or her written consent to release approved personally identifiable information to a designated party permanently or until the time the student provides a written request to revoke this access to the Office of Academic Records and Enrollment.
Directory Information: NWFSC has designated the following information as directory information and may be disclosed under FERPA without the student's prior consent:
NAME
LOCAL AND PERMANENT ADDRESS
NWFSC STUDENT EMAIL ADDRESS
MAJOR
DATES OF ATTENDANCE
CURRENT ENROLLMENT STATUS (FT/PT)
DEGREE(S) EARNED AND DATE(S) AWARDED
HONORS AND AWARDS
PRIOR POST-SECONDARY INSTITUTION(S) ATTENDED
PARTICIPATION IN OFFICIALLY RECOGNIZED ACTIVITIES AND SPORTS
HEIGHT AND WEIGHT OF STUDENT-ATHLETES
STUDENT'S PHOTOGRAPHIC IMAGE INDEPENDENT OF ANY ADDITIONAL PERSONAL IDENTIFIERS
A student has the right to prevent the release of their directory information by submitting the Directory Hold Request at least 10 College business days prior to enrolling in the term that the directory information block should begin. Submitting this form will place a confidentiality indicator on the student's record that will signify that no directory information is to be released. Once a student obtains a confidential classification, it will not be removed until a signed authorization requesting it be removed is received by the Office of Academic Records and Enrollment. Please note that a student's request to prevent the release of directory information will prevent a student's name from being included in College publications including the Commencement program and any honors or award announcements. NWFSC assumes that a student's failure to request a directory information block constitutes the student's approval for disclosure.

Exceptions to the Disclosure Policy:

FERPA allows for the release of student records without the written consent of the student under the following conditions:
To school officials with a legitimate educational interest. The College has designated school officials as faculty, administration, professional employees, support staff, work-study students, or persons employed by or under contract to the College (example: an attorney or auditor) acting as an official agent of the College to perform a business function or service on behalf of the institution. Disclosure to a school official having a legitimate educational interest does not constitute institutional authorization to transmit, share, or disclose any or all information received to a third party. Unauthorized disclosure of personally identifiable information from the education record of the students is prohibited. A school official is determined to have a legitimate educational interest if the information requested is necessary for that official to:
perform appropriate tasks that are specified in his or her position description or by a contract agreement
institution research and studies
perform a task related to a student's education
perform a task related to the discipline of a student
provide a service or benefit relating to the student or student's family, such as health care, counseling, job placement, or financial aid.
In compliance with a court order or subpoena

To parents of a dependent student or such parents as defined in Section 152 of the Internal Revenue Code of 1954 (at the discretion of the Executive Director of Academic Records and Enrollment)
To schools in which a student seeks or intends to enroll
To the Comptroller General of the United States, Attorney General of the United States, The Secretary of the Department of Education, and federal, state and local educational authorities involving an audit or evaluation of compliance with education programs
In connection with the financial aid process
In the event of a health or safety emergency where the information is required to resolve the emergency
If a student under the age of 21 has committed a drug or alcohol-related offense
As a result of a disciplinary hearing where the student is the perpetrator of a crime of violence or a non-forcible sex offense. Under this exception, information may be released to anyone, including the media. No information on the victim or witnesses may be released.

The Solomon Amendment (10 U.S.C. §§ 983, 503)

The Solomon Amendment is a federal law that requires institutions receiving federal funding to fulfill military recruitment requests for access to campus and for lists containing student recruiting information. It provides branches of the military access to certain student information which would have been denied them under FERPA. For students aged 17 and older, military recruiters may receive student recruiting information for either the immediately previous, current, or future term for all students who are/were registered in the requested semester/term. Student recruitment information includes names, addresses, student email addresses, and telephone listings, date and place of birth, levels of education, academic majors, degrees received, and the most recent educational institution enrolled in by the student. Military recruiters are entitled to student recruitment information even if NWFSC has not designated the information as directory information under FERPA. However, NWFSC may not release a student's name, address, electronic mail address, and telephone listing if the student has submitted a request to NWFSC that the student's information not be released. To request that NWFSC not disclose student recruitment information, complete the Directory Hold Request using this link: https://nwfstatecollege.formstack.com/forms/nwfsc_directory_hold_request

Students' Rights

A student has a right to file a complaint to the Student Privacy Policy Office, U. S. Department of Education, 400 Maryland Ave., SW, Washington, D.C. 20202-8520, the office responsible for enforcing and administering the Family Educational Rights and Privacy Act. There are two basic requirements for a complaint to be properly filed against an institution in relation to FERPA infractions:
The complaint must be made within 180 days of when the infraction was discovered.
There must be sufficient facts (evidence) to prove the violation.

Enrollment and Degree Verification

The National Student Clearinghouse provides free enrollment and degree verifications for the purposes of employment, obtaining Military ID cards, Health Insurance, or background screening. The National Student Clearinghouse in cooperation with NWFSC has permitted current students to request enrollment verifications directly through RaiderNet, the student portal. If a student no longer has access to RaiderNet, they (and all third parties) should request verifications directly through the National Student Clearinghouse website.

Transient Students from NWFSC

Currently enrolled degree-seeking students may request to concurrently enroll at another college or university under limited extenuating circumstances. Students must have approval on file with the Office of Academic Records and Enrollment prior to enrolling at the other institution. NWFSC students who will be concurrently enrolling at another Florida State College or State University System institution will request approval through FloridaShines by completing a transient application found on the Florida Shines website. NWFSC students who will be concurrently enrolling at an institution outside of the state of Florida must complete the College's Transient Student Authorization Form. Upon completion of the course(s), it is the student's responsibility to request an official transcript to be sent directly to the NWFSC Office of Academic Records and Enrollment to have the credit added to their

academic record.
Students must meet the following criteria before approval can be granted:
Be a degree-seeking student in good academic standing
Meet pre-requisites and/or testing requirements for the course at NWFSC
The requested course must be needed for the student's degree and/or certificate program at NWFSC

Transfer Credit

Evaluation of transfer credit is completed within the Office of Academic Records and Enrollment for all degree-seeking students who have attended another college or university and submitted their official transcript for review. Evaluation of transfer credit for non-degree seeking students will be processed according to staff availability. NWFSC will accept credits from colleges or universities fully accredited by one of the six regional higher education accrediting bodies below:
Middle States Commission on Higher Education
Higher Learning Commission
New England Association of Schools and Colleges, Commission on Institutions of Higher Education
Northwest Commission on Colleges and Universities
Southern Association of Colleges and Schools, Commission on Colleges
Western Association of Schools and Colleges
All attempted credits from a regionally accredited institution will be evaluated for transferability to the student's permanent record (transcript) as follows:
For students pursuing an associate degree or college credit certificate, all attempted credits at the freshman and sophomore levels, and
For students pursuing a baccalaureate degree, all attempted credits at the freshman, sophomore, junior and senior levels.
Credits recorded as transfer credit on the student's permanent record (transcript) do not guarantee that these credits will meet specific degree requirements for the student's program. The College may limit the number of transfer credits applicable to the student's degree. The determination of how transfer credits may apply to a specific degree program rests with the Executive Director of Academic Records and Enrollment in consultation with the appropriate faculty/instructional staff.
The following factors will be considered in the evaluation of credits for transfer. The factors will be used in determining whether the course is transferable and in determining whether the course is recorded as a direct equivalent to an NWFSC course, not a direct equivalent but fulfilling a specific general education or degree requirement, or as a general elective:
Breadth, depth, and rigor of course content as evidenced by course syllabi, prerequisites, placement test scores, exit requirements, student portfolios, textbooks, writing or oral communication requirements, grading standards, catalog descriptions, etc.
Qualifications of the faculty member(s) providing the instruction
Age of credits
Recommendations through other established credit assessment bodies (e.g., ACE)
Institutional accreditation via other professional assessment/accrediting bodies (e.g., AMA, NLN, a state agency)
Secondary documentation of course competencies (e.g., professional certification, standardized exam scores, etc.)

Recording Transfer Credits on the Student's Permanent Record (Transcript)

When evaluating credits, NWFSC reserves the right to delay recording the transfer credits on the student's permanent record until the student has completed admissions requirements, successfully completed college-level coursework at NWFSC, satisfied residency requirements, and/or provided documentation or verification of student competencies. Final award or posting of credits to the student's permanent record may be contingent upon successful completion of one or more of the following requirements:
NWFSC residency requirement
Higher-level courses in the same or a related subject area
Subsequent courses in the subject/course sequence
Demonstration of specific lab/clinical skills or other applied competencies
Additional independent/directed study in the subject area
Transfer credit will only be awarded to those courses for which the College has designated as eligible for transfer and applicable to an NWFSC credential. Transfer courses listed as In Progress on the transfer institution's official transcript will not be awarded credit until such time as an updated official transcript is received showing a final grade. Transfer courses in which a grade of "W" was awarded by the transfer institution will not be added to the student's official NWFSC permanent record. Transfer

courses in which the transfer institution has designated as a course "audit" will not be added to the student's official NWFSC permanent record. Transfer courses added to a student's record in which a grade of "F" or "I" was earned will appear on the student's official NWFSC permanent record but will not count as an attempt toward the College's Repeat Rules. Once accepted, transfer credits will be recorded on the student's permanent record as externally awarded and will indicate the original institution at which the course was completed. Beginning with the 2015 - 2016 Catalog, transfer grades are not used in the official NWFSC cumulative GPA calculation. However, please note that some Selective Admissions programs do have a minimum cumulative GPA requirement for admissions; in these cases, transfer grades are calculated in the cumulative GPA for admissions purposes but are not used in the cumulative GPA calculation that appears on the student's permanent record. For Selective Admissions purposes, a transfer grade of "I" is considered the equivalent to an "F" for calculation purposes. Where appropriate, an equivalent NWFSC course number will be indicated. When the College does not offer an equivalent course or if the course differs substantively from the suggested NWFSC course, the transfer credits may be listed on the transcript as an "unclassified" course. The unclassified credits will be further described as an open elective, a subject area elective, a general education elective, or a general education subject area course, as appropriate.

Authority for Acceptance of Equivalent Courses

Section 1007.24(7), Florida Statutes, states:
"Any student who transfers among postsecondary institutions that are fully accredited by a regional or national accrediting agency recognized by the United States Department of Education and that participate in the statewide course numbering system shall be awarded credit by the receiving institution for courses satisfactorily completed by the student at the previous institutions. Credit shall be awarded if the courses are judged by the appropriate statewide course numbering system faculty committees representing school districts, public postsecondary educational institutions, and participating nonpublic postsecondary educational institutions to be academically equivalent to courses offered at the receiving institution, including equivalency of faculty credentials, regardless of the public or nonpublic control of the previous institution. The Department of Education shall ensure that credits to be accepted by a receiving institution are generated in courses for which the faculty possess credentials that are comparable to those required by the accrediting association of the receiving institution. The award of credit may be limited to courses that are entered in the statewide course numbering system. Credits awarded pursuant to this subsection shall satisfy institutional requirements on the same basis as credits awarded to native students."

Exceptions to General Rule for Equivalency

Since the initial implementation of the Statewide Common Course Numbering System (SCNS), specific disciplines or types of courses have been exempted from the guarantee of transfer for equivalent courses. These include courses that must be evaluated individually or courses in which the student must be evaluated for mastery of skill and technique. The following courses are exceptions to the general rule for course equivalencies and may not transfer. Transferability is at the discretion of the receiving institution.
Courses not offered by the receiving institution
For courses at non-regionally accredited institutions, courses offered prior to the established transfer date of the course in question
Courses in the _900-999 series are not automatically transferable and must be evaluated individually. These include such courses as Special Topics, Internships, Apprenticeships, Practica, Study Abroad, Theses, and Dissertations
Developmental courses
Graduate courses
Internships, apprenticeships, practica, clinical experiences, and study abroad courses with numbers other than those ranging from 900-999
Applied courses in the performing arts (Art, Dance, Interior Design, Music, and Theatre) and skills courses in Criminal Justice (academy certificate courses) are not guaranteed as transferable. These courses need evidence of achievement (e.g., portfolio, audition, interview, etc.)

Courses at Non-Regionally Accredited Institutions using Florida Common Course Numbering

The Statewide Common Course Numbering System (SCNS) makes available on its website (https://flscns.fldoe.org/ReportsMaint.aspx) a report titled "Courses at Non-Regionally Accredited Institutions" that contains a

comprehensive listing of all non-public institution courses in the SCNS inventory, as well as each course's transfer level and transfer effective date. This report is updated monthly.
Questions about the SCNS and appeals regarding course credit transfer decisions should be directed to the NWFSC Vice-President of Academic Affairs, or to the Florida Department of Education, Office of Articulation, 1401 Turlington Building, Tallahassee, Florida 32399-0400. Special reports and technical information may be requested by calling the SCNS office at (850) 245-0427 or https://flscns.fldoe.org/default.aspx.

Acceptance of Transfer Credits from Other Non-Regionally Accredited Institutions

Credits awarded from non-regionally accredited institutions may be accepted by NWFSC and placed on the transcript if the credits represent college-level coursework relevant to the program of study, with course credit and level of instruction resulting in student competencies at least equivalent to those of students enrolled in comparable instruction at NWFSC, and the instructor(s) of the course(s) possessed the minimum academic credentials and experiences as required of comparable NWFSC faculty at the time the instruction was received by the student. Students will need to complete the Request for Exception: Records Form for the credits to be evaluated. Acceptance of credits from non-regionally accredited institutions of higher education rests with the Office of Academic Records and Enrollment in consultation with the appropriate faculty/instructional staff.

Transfer Credit Appeal

A student may appeal either the equivalency determination or denial of transfer credits by submitting the Request for Exception: Records Form. The final determination will be made by the Office of Academic Records and Enrollment in consultation with the appropriate faculty/instructional staff normally responsible for the subject matter in question.

Application of Transfer Credits to Baccalaureate Degree Programs

Lower-division college credits in technical areas not generally applicable at the upper (baccalaureate) level will be reviewed according to the following factors prior to their acceptance as satisfying NWFSC upper (baccalaureate) degree requirements:
Breadth, depth, and rigor of course content as evidenced by course syllabi, prerequisites, placement test scores, exit requirements, student portfolios, textbooks, writing or oral communication requirements, grading standards, catalog descriptions, etc.
Qualifications of the faculty member(s) providing the instruction
Age of credits
Recommendations through other established credit assessment bodies (e.g., ACE)
Institutional accreditation via other professional assessment/accrediting bodies (e.g., AMA, NLN, a state agency)
Secondary documentation of course competencies (e.g., professional certification, standardized exam scores, etc.)
Where questions of applicability still remain following such a review, the credits may still be used to meet lower-division degree requirements subject to one or more of the following conditions:
Successful completion of related higher-level courses in the student's program of study
Successful completion of subsequent courses in the subject/course sequence
Successful completion of complementary lower-division coursework in the subject or related area
Demonstration of specific lab/clinical skills or other applied competencies
Completion of additional supplemental independent/directed study in the subject area which augments the skills/content of the technical course
Presentation of a portfolio of work substantiating the breadth, depth, and rigor of the course content to include both theory and applied competencies
Analysis of clusters of course credits where a combination of technical courses may represent baccalaureate level competencies when viewed as a package (e.g., eight credits in technical coursework may correspond to a three-credit traditional transfer course in a given subject area)
Verification of faculty credentials at the transferring institution

International Students

International students submitting international post-secondary transcripts for evaluation must have them translated and evaluated

by one of the credential evaluation agencies sanctioned by the National Association of Credential Evaluation Services, Inc. (NACES). A list of NACES agency members can be found at www.naces.org. Students will need to have the official evaluation sent to NWFSC, Office of Academic Records and Enrollment, 100 College Blvd. East, Niceville, FL 32578. Each course on the evaluation will be individually assessed for transfer consideration. Normally, these credits will come in as elective credit only, unless the student can provide a translated course syllabus that details the course description, course pre-requisite or co-requisite requirements, and the student learning outcomes of the course. Credits will be awarded on a course-by-course basis.

Credit by Alternative Means of Study

NWFSC will award credit for certain types of non-traditional study or credits earned through alternative means of study. No more than 75% of the credits toward NWFSC's baccalaureate, associate, and certificate programs may be earned by way of alternate study. Alternative study methods covered under these limits include Advanced Placement (AP), Cambridge A-Level and AS-Level Examinations (AICE), College Level Examination Program (CLEP), International Baccalaureate (IB), Excelsior College Examinations, Military Service Credits, and credits awarded through Prior Learning Assessment. Credits for accelerated mechanisms defined under Florida rules and regulations will be awarded in accordance with Florida Administrative Code FAC 6A-10.024 and the State of Florida's Articulation Coordinating Committee Credit-by-Exam equivalents. Current Credit-by-Exam equivalents as determined by the Articulation Coordinating Committee can be found at http://www.fldoe.org and searching for "Credit-by-Exam Equivalencies".

Advanced Placement (AP):

NWFSC will award college credit through the AP program. The student must submit an official score report to the Office of Academic Records and Enrollment for credit consideration. The amount and type of credit awarded will be determined by the Office of Academic Records and Enrollment under the guidelines established by the State of Florida Board of Education.

Cambridge A-Level & AS-Level Examinations (AICE):

NWFSC will award college credit through the AICE program. The student must submit an official score report to the Office of Academic Records and Enrollment for credit consideration. The amount and type of credit awarded will be determined by the Office of Academic Records and Enrollment under the guidelines established by the State of Florida Board of Education.

College Level Examination Program (CLEP):

NWFSC will award college credits through the CLEP program. A minimum 50th percentile score is required for credit. The student must submit an official score report to the Office of Academic Records and Enrollment for credit consideration. The amount and type of credit awarded will be determined by the Office of Academic Records and Enrollment under the guidelines established by the State of Florida Board of Education. For students who are looking to take the exam(s) locally, the NWFSC Testing Center administers CLEP examinations. For information regarding how to register for the test, please refer to the NWFSC Testing Center website.

International Baccalaureate (IB):

NWFSC will award college credits through the successful completion of IB coursework, regardless of whether the student was awarded an actual IB diploma. The student must submit an official score report to the Office of Academic Records and Enrollment for credit consideration. The amount and type of credit awarded will be determined by the Office of Academic Records and Enrollment under the guidelines established by the State of Florida Board of Education.

DSST (DANTES):

NWFSC will award college credits through the DSST (DANTES) program. The student must submit an official score report to the Office of Academic Records and Enrollment for credit consideration. The amount and type of credit awarded will be determined by the Office of Academic Records and Enrollment under the guidelines established by the State of Florida Board of Education. For

students who are looking to take the exam(s) locally, the NWFSC Testing Center administers CLEP examinations. For information regarding how to register for the test, please refer to the NWFSC Testing Center website.

Excelsior College Examinations:

NWFSC will award college credit through the Excelsior College exam program. The student must submit an official score report to the Office of Academic Records and Enrollment for credit consideration. The amount and type of credit awarded will be determined by the Office of Academic Records and Enrollment under the guidelines established by the State of Florida Board of Education.

Articulation of Vocational Courses and Credits

For students who meet certain requirements, the College may award credit for certain types of non-traditional study as established by the NWFSC Curriculum Committee.
Credits awarded through these means will be documented on the NWFSC Articulation Analysis Form submitted by the appropriate instructional/department staff on the student's behalf and processed by the Office of Academic Records and Enrollment and will reside in the student's permanent academic record. Credits received through these methods may not be transferable nor applicable to the Associate in Arts (A.A.) degree.
Students who complete a diploma or certificate from a vocational or technical school at less than the college level may receive credit toward partial completion of a related career program at the College. Credit is awarded based upon the nature of the training, current skill levels, and relationship to college program standards. The amount of credit awarded will depend upon established articulation agreements, skill assessment, and departmental recommendations. Students receiving credit under this option must complete credits in residence at NWFSC, per established agreements, before the alternate credits will appear on the student's permanent record (transcript). Additional minimum grade or course requirements, as well as the demonstration of competencies, may also be required.
Students who complete a vocational school certificate program, which is contained in an approved articulation agreement with the College, will receive credit toward completion of a related career program at the College per the details of the agreement. Credits received in this manner may not be transferable nor be applicable to the AA degree.
Students who complete a career certificate at NWFSC may receive credit toward partial completion of a related career & technical education program at the College according to the credit/competency equivalents established by the NWFSC Curriculum Committee.
Final decisions regarding the award of credits and the recording of credits on the student's transcript rest with the Executive Director of Academic Records and Enrollment in consultation with the appropriate faculty/instructional staff.

Credit for Military Training and Experience

NWFSC recognizes the educational value of military training and experience. Students must submit an official military transcript to the Office of Academic Records and Enrollment for credit consideration. The Army, Marine Corps, Navy, and Coast Guard use the Joint Services Transcript (JST) to document military training and experience. If no JST record is available for the service member, the Office of Academic Records and Enrollment will accept a copy of the service member's DD Form 214.
Pursuant to 6A-10.024(15) of Florida Administrative Code, NWFSC will award credit according to "The Credit or Clock Hour for Military Experience Equivalency List" published by the Office of Articulation, Florida Department of Education.
In addition, the American Council on Education (ACE) recognizes the educational value of non-traditional training and learning experiences. As such, ACE continuously evaluates military school courses and occupations and makes recommendations for college-level credit. ACE credit recommendations are present on the Joint Services Transcript (JST) of a military service member. NWFSC will award credit for ACE recommendations in the associate and baccalaureate categories for the service member's documented military courses. Students seeking credit for their military occupation experience must complete an electronic Request for Exception: Records Form in order for the credits to be considered. Approval to award credit based on a service member's occupation experience rests with the Executive Director of Academic Records and Enrollment in consultation with the appropriate faculty/instructional staff. ACE recommendations for credit at the vocational level may be awarded upon approval from the Executive Director of Academic and Records in conjunction with the appropriate faculty/instructional staff. Military courses in which ACE has provided optional credit recommendations will be reviewed on a case-by-case basis and a final determination will be made by the Executive Director of Academic Records in conjunction with the appropriate faculty/instructional

staff. While ACE recommendations will be considered for credit during the evaluation of the JST, they are not binding to the College.
All direct course equivalents and general education electives will be posted to the student's academic record. A maximum of 18 non-general education electives will be posted. All credit awarded is posted to the student's record as transfer credit with a grade of "P". In such cases that the service member has no transferable experience documented on his or her JST, the service member will receive 4 hours of elective credit for their military experience.
Although credit-by-examination scores such as CLEP and DANTES may appear on the JST, the service member is still required to provide an official score report from the respective examination authority for credit to be awarded from these alternative examinations.
Please note that the Community College of the Air Force (CCAF) and Air University (AU) are degree-granting institutions accredited by the regional accrediting body Southern Association of Colleges and Schools, Commission on Colleges (SACSCOC), and as such, falls under the College's general transfer credit policy, not this policy specific to the evaluation of the JST.

Grades

Grades are awarded in all college, career, and developmental courses, as well as in certain non-credit courses. NWFSC maintains permanent records for all students enrolled in a course. The student's official transcript is a cumulative record of the student's grades in each course in which the student was awarded a final grade. The table below shows the current letter grades that may appear on a student's official transcript. Some grades are no longer awarded but may still appear on a student's record if they previously attended NWFSC during a time in which the letter grade was actively used. If a student has a grade on their permanent record that does not appear in the table below, please refer to the archived College Catalog in effect when the grade was received or contact the Office of Academic Records and Enrollment for information regarding how that grade was previously used and/or how it is calculated on the student's permanent record.

Grades Table

Academic Grade	General Meaning	Quality Points toward GPA Calculations
A	Excellent	4.0
B	Good	3.0
C	Average	2.0
D	Poor/Passing	1.0
F	Failure	0.0
I	Incomplete	-
IP	In Progress	-
NG	No Grade	-
P	Passing	-
S	Satisfactory	-
W	Student Withdrew (non-punitive but counts as an attempt)	-
X	Audit (does not count as an attempt)	-
XC	Changed to Audit After Schedule Adjustment Period (counts as an attempt)	-

Grade Point Average (GPA)

In addition to the letter grade earned in each attempted course, the student's permanent record also contains grade point average (GPA) calculations. The student's GPA is used in determining academic standing, graduation readiness, eligibility for the

President's and Dean's Lists, and other academic-related decisions. The semester GPA represents the average of all grades earned during a given semester. The cumulative GPA represents the average of all grades earned during the student's entire attendance history at NWFSC. Beginning with the Fall 2015 semester, transfer grades are no longer included in the calculation of a student's GPA. However, transfer grades would be included in a student's cumulative GPA if those transfer grades were previously added to the student's permanent record prior to the 2015 - 2016 Catalog. Developmental courses are not included in any GPA calculations.

To determine the GPA, multiply the number of quality points for each grade received by the number of credit hours for that course. Then divide the total number of quality points by the total number of GPA hours attempted (excluding courses with W, I, and Audit grades). GPAs for Vocational and Undergraduate Level courses are calculated separately.

Credit hours used in GPA calculations are those credits in which a grade of A-F has been awarded. The current grades of I, IP, NG, P, S, W, WN, X, and XC do not carry grade quality points. However, in certain other circumstances, such as the determination of repeat enrollments, and in the computation of certain specialized GPAs, credits that carry these grades may be included in the GPA computation.

EXAMPLE COURSE	GRADE	GRADE POINTS	(MULTIPLY BY)	CREDIT HOURS	=QUALITY POINTS
Speech	C	2.00	x	3	6.00
American Literature	B	3.00	x	3	9.00
Biology	A	4.00	x	4	16.00
Health Science	D	1.00	x	2	2.00
Accounting	F	0.00	x	3	0.00
TOTALS				15	33.00
GPA CALCULATION					33/15 = 2.20

GENERAL EDUCATION COMMON GRADING SCALE

All General Education courses use a common grading scale, as noted below. For other courses, students should reference the course syllabus to identify the specific course grading scale. If this information is not found within the course syllabus, the student should contact the instructor.

Numerical Grade Range	Letter Grade
90-100%	A
80-89%	B
70-79%	C
60-69%	D
0-59%	F

Dean's and President's Lists

When the quality of a student's work is superior, the College is pleased to honor such work for students enrolled in all programs at the Undergraduate (college credit) Level.

PRESIDENT'S LIST:

Any student with nine (9) or more earned college credit hours in the semester and a semester grade point average of 3.80 - 4.00 in college-level courses is placed on the President's List.

DEAN'S LIST:

Any student with nine (9) or more earned college credit hours in the semester and a semester grade point average of 3.50 - 3.79 in college-level courses is placed on the Dean's List.

Incomplete Grades

At the instructor's discretion, a grade of "I" may be given when a student is unable to complete the required work because of clearly documented extenuating circumstances and if the student has demonstrated successful completion of a significant portion of the course requirement that they have a reasonable chance of successfully completing the course. The instructor will provide the respective Department Chair/Program Director and the student concerned an outline of the work that must be completed, including an estimate of the student's grade as it stands for work already completed during the semester. Work for the removal of the "I" must be completed prior to the LAST CLASS DAY in the next 16-week term immediately following the current term, except where course requirements mandate otherwise. Students completing course work to remove the "I" must do so outside the regular classroom setting. Once the student has completed the remaining course requirements, the instructor will submit a grade change indicating the final letter grade to the Office of Academic Records and Enrollment. If the student does not complete the course requirements by the deadline, the "I" grade will automatically revert to a punitive "F" on the official transcript. A student will not be permitted to re-enroll in a course in which they have an outstanding grade of "I" or for a class that has that course as a pre-requisite or co-requisite.

Repeating Courses

Repeating a Course to Improve the Grade
State Rule 6A-14.0301 addresses repeated courses and grade forgiveness. If a student receives a grade of F or W (or a grade of D for a course that requires a grade of C or higher) in any college credit, career, or developmental course, they may repeat the course to improve the grade (if the system restricts registration on the second attempt, the student should contact a Student Success Navigator to receive a registration override). A third and fourth attempt may be allowed only through an academic appeal process based on major extenuating circumstances. Students can request a third or fourth attempt via the Third or Fourth Attempt Request Form. A fifth attempt is not permitted.
On any third or fourth attempt, the student will be awarded the letter grade earned and will not be allowed to withdraw from the course. If a course is dropped prior to the close of the schedule adjustment period, or if audit status is declared prior to the end of the schedule adjustment period, the enrollment will not count as one of the attempts. However, if the student withdraws from the course after the schedule adjustment period has ended, when grades are calculated at the end of the semester, that initial "W" grade will convert to a final punitive grade of "F" and will appear on the student's official transcript.
For any course repeated, whether it is credit earned at NWFSC or awarded through transfer credit, credit-by-exam, or credit articulations, only credit from the last (most recent) attempt will be used in the computation of the student's GPA and will be eligible to fulfill graduation requirements (the previous attempt(s) remain on the official transcript but are excluded from GPA calculations and cannot be used to meet graduation requirements). Sometimes, such as cases involving transfer credit or credit-by-exam, a student's successful course completion is not the most recent attempt. If a student would like to request that a prior attempt be used toward GPA calculations and for meeting graduation requirements, the student should submit a Repeat Policy Appeal Form.
Repeating a course does result in an adjusted GPA; however, if a course is repeated after the student has been awarded an NWFSC degree or certificate, the student's cumulative GPA may change, but will not affect the credential(s) previously awarded to the student. Students should be aware that some private colleges and universities, out-of-state institutions, and some Florida public universities (depending on the student's major) may not accept the revised NWFSC GPA or treat the repeated course(s) in the same manner.
Per Florida Statute 1009.285, after the second attempt in any college-credit or developmental course, a student will be required to pay the full cost of instruction (the out-of-state rate; approximately four times the usual matriculation fees) to repeat the course. A student may petition to have the out-of-state portion waived based on documented extenuating circumstances by submitting the Request for Exception: Business Office Form. Please see the official appeal form for specific guidelines and criteria. Students needing assistance with this form should contact a Student Success Navigator at studentsuccess@nwfsc.edu or (850) 502-2895.
Once a student has successfully completed a course, they are normally not permitted to repeat the course. In certain special or

compelling circumstances, it may be possible to re-enroll after successful completion, but the student will have to seek approval by submitting the Repeat a Previously Completed Class For A Grade Request Form. Such approved circumstances include, for example, NWFSC selective admission program requirements, teacher re-certification, license renewal, and mandated professional development. Both grades will appear on the student's permanent record. A student may not register for a course they have already successfully completed until they have an approved Repeat a Previously Completed Class For A Grade Request Form on file with the Office of Academic Records and Enrollment.

Repeating a Course for Credit toward Graduation

Certain courses, such as those in the fine and performing arts or physical education, may be repeated for credit toward graduation. The specific courses and the number of allowable repeat enrollments are provided in the course description section of this Catalog. Only those courses designated as repeatable for credit fall into this category.
When a course is repeated under these circumstances, the Full Cost of Instruction rule is not applicable until the maximum number of creditable repeats has been reached. All grades and credits associated with the allowable number of repeats will be considered in the student's GPA and will be considered in determining the credits for program completion. Once the maximum number of enrollments has been reached, additional enrollments will be treated as specified in the previous section on course repeats and may be subject to the Full Cost of Instruction rule.

Repeating Non-Credit Courses

Courses taken through the College's Non-Credit Programs such as Costa Leadership Institute, Kids on Campus, and Futures Forward are not subject to repeat rules.

Grade Changes/Errors

If a student believes that an administrative error has occurred in the recording or the computation of their final course grade, the student should contact the instructor or the appropriate Division Department immediately. If an error has occurred, an adjustment to the student's permanent record (transcript) will be made within approximately ten (10) College business days after the instructor's approved grade change request has been received by the Office of Academic Records and Enrollment. The deadline to report such concerns is within thirty (30) days of the end of the semester in which the original grade was awarded (the last day of the semester is identified as the Last Day of Term for Students for Session 1). For example, a student seeking to report a grade error for a Fall 2023 course must contact their instructor no later than 30 days after the Last Day of Term for Students listed for Session 1 on the Fall 2023 Academic Calendar.
If a student has documentation of extraordinary or emergency circumstances which warrant recording a course withdrawal ("W") after the published deadline, they must submit the Request for Exception: Records Form. Please see the Withdrawing from Courses section of the Catalog for detailed information on the College's withdrawal policies and procedures.

Grade Grievances

Before filing a complaint, a student must have attempted to informally resolve the dispute directly with the instructor. The instructor will review the complaint, follow up with the student to clarify any questions, and send their decision in writing to the student. The decision will be based on the College's policy and procedure regarding grading, as stated in the College catalog and the course syllabus. Absent extenuating circumstances, the instructor will deliver the decision within 15 days after receiving the complaint.
If the student believes the instructor's decision disregards the College's policy and procedure regarding grading, as stated in the College Catalog and the course syllabus, the student may appeal to the Chair or Program Director within 5 days of receiving the instructor's decision using the Final Grade Grievance Appeal Form. The Chair or Program Director will review the matter to ensure that the instructor's decision followed the College's policy and procedure. Absent extenuating circumstances, the Chair or Program Director will deliver the results of the appeal within 15 days after receiving the appeal. The Chair or Program Director's determination is final. The grade grievance process applies only to final course grades.
A student has a right to protection against the improper disclosure of information concerning grades, beliefs, or character which an instructor acquires in the course of the professional association with the student. An instructor has a right to deal with what is perceived to be academic dishonesty and such behavior may result in disciplinary action.

Academic Forgiveness

Currently enrolled, degree-seeking students who have been unsuccessful academically (i.e., grades of "D's" and "F's") and whose credits are five or more years old may seek relief from the effect of those credits on their GPA at NWFSC by submitting the Academic Forgiveness Request Form. If the request is granted, it will apply to all credits and grades earned during and prior to the semester specified (including transfer courses), and the student will not be permitted to count any of those credits toward graduation requirements. The courses and grades will remain on the student's permanent record (transcript) but will not be considered in GPA computations at NWFSC. Please note that Financial Aid is required by federal regulation to include all credit hours attempted in calculating eligibility for Federal Financial Aid. Academic Forgiveness cannot be granted to students who have already graduated with a degree and/or certificate from NWFSC at the same level for which they are seeking the Grade Relief Option (For example, if a student is seeking academic forgiveness for an undergraduate level course(s) and the student already graduated from NWFSC with an undergraduate degree and/or certificate, then the student is not eligible for Academic Forgiveness.
A student requesting this option should be aware that the relief may not be honored by other colleges and universities; other institutions may continue to consider the older credits and grades in evaluating the student's work. Relief through this process does not excuse the student from restrictions related to repeating courses or from compliance with other applicable college policies. Once Academic Forgiveness has been awarded, the student is not permitted to request its reversal.

Academic Standing

The College has set academic standards ranging from recognition of excellence for superior progress to the discontinuance of enrollment for inadequate progress towards these standards. Students will receive an academic standing designation for the level associated with the student's primary program of study. The standards apply to both full-time and part-time students. They apply to those students who are seeking a degree or award and those who are not. Students enrolled in a Selective Admissions program should contact the appropriate department or division office for information on programmatic certification and/or professional accreditation standards as they pertain to demonstrating satisfactory academic progress as these may vary by program.

Good Standing

Academic Standing is calculated at the end of each semester. A student who achieves a minimum cumulative GPA of 2.00 shall be classified as in Good Academic Standing with the College for the given semester. A student must maintain a cumulative GPA of 2.00 to remain in Good Standing in subsequent semesters.

Not in Academic Good Standing

When a student fails to achieve the 2.00 cumulative GPA, the College will place certain restrictions on future course registrations. Students "Not in Academic Good Standing" are encouraged to take advantage of the academic support services offered by the College. Students seeking additional information on these academic support services should contact Student Success Navigation at (850) 502-2895 or studentsuccess@nwfsc.edu. There are three distinct designations for students that are classified as "Not in Academic Good Standing" and the following regulations apply:

Academic Warning

If a student's cumulative GPA falls below 2.00, they will be placed on Academic Warning.
When a student is placed on Academic Warning, it is strongly recommended that you talk with a Student Success Navigator to discuss your education plan and information regarding academic support services before the next registration. Student Success Navigators can be reached at (850) 502-2895 or studentsuccess@nwfsc.edu.
To be removed from Academic Warning at the end of the next semester, the student must achieve a minimum cumulative GPA of 2.00.

Academic Probation

If a student's cumulative GPA falls below 2.00 for two successive semesters (i.e., the student was placed on Academic Warning but was unable to achieve a minimum cumulative GPA of 2.00 by the end of the subsequent semester of enrollment), they will be placed on Academic Probation.
When a student is placed on Academic Probation, they will be restricted to only 12.00 credit hours of registration and be required to meet with a Student Success Navigator once before the semester begins and again immediately following midterm. It is incumbent upon the student to schedule and to attend these meetings. A Student Success Navigator may recommend or require various remedies to promote academic success, including but not limited to, tutoring, reduced course load, and/or change of major. Students who fail to satisfy the advising requirement, or who do not follow through on any conditions attached to their probationary status, may be prevented from making changes to their course schedule and/or registering for classes in the next semester. To schedule an appointment with a Student Success Navigator, please contact (850) 502-2895 or studentsuccess@nwfsc.edu.
To be removed from Academic Probation, a student must achieve a minimum cumulative GPA of 2.00.

Academic Suspension

If a student's cumulative GPA falls below 2.00 for three successive semesters (i.e., the student was placed on Academic Warning, then Academic Probation, but was still unable to achieve a minimum cumulative GPA of 2.00 by the end of the subsequent semester of enrollment), they will be placed on Academic Suspension.
A student placed on Academic Suspension will be prevented from further course registration and dropped from any courses in which they may have already enrolled for any future term. The duration of the suspension will last for one semester (one Fall, Spring, or Summer semester).
However, students who feel they can be academically successful the subsequent term and would like to appeal the mandatory one semester suspension may submit an Academic Suspension Appeal Form prior to the beginning of the semester for which the student wishes to register. Students placed on Academic Suspension will be notified via their student email account of applicable deadlines. Should the appeal be granted, the student will be restricted to 12 or less credits (the student's pas academic performance and current GPA will be considered to determine how many total credit hours the student may enroll). Approval may also depend on the satisfaction of certain probationary conditions. Failure to satisfy any probationary conditions may result in the student being placed back on Academic Suspension. If approved, the appeal will only apply to the semester requested and in no way guarantees continued enrollment beyond said term. At the end of the semester, the student's cumulative GPA will be re-calculated, and the student must achieve a minimum cumulative 2.00 GPA to be removed from Academic Suspension. If placed on Academic Suspension again at the end of the semester, the student will need to continue to submit the Academic Suspension Appeal Form for each semester they would like to enroll until such time as the minimum cumulative 2.00 GPA is achieved. Should their Academic Suspension Appeal be denied, the student will be required to cease enrollment for one semester as stipulated in the initial suspension notice.
For students who do not initially file an Academic Suspension Appeal Form or whose Academic Suspension Appeal Form has been denied, once they have sat out their mandatory semester, the student will need to submit the Academic Suspension Appeal Form in order to have their account cleared for registration. At this time, the student will be placed back on Academic Probation for no more than one semester and subject to the rules corresponding to the Academic Probation status.
Please note that the College's Academic Standing policy may differ from the Satisfactory Academic Progress (SAP) calculated for Financial Aid Eligibility Federal regulations (34 CFR 668.34) that require a student to move toward the completion of a degree or certificate within an eligible program when receiving financial aid. Specific requirements for academic progress for financial aid recipients are applied differently than the College's Academic Standards of Warning, Probation, and Suspension. Federal regulations state that Satisfactory Academic Progress Standards must include a review of all periods of enrollment, regardless of whether or not aid was received. The student must meet all the minimum standards to receive financial aid. Federal regulation requires the College to fully consider all credit hours attempted when determining aid eligibility and does not make an exception for any developmental courses or multiple attempts. For more information, please visit www.nwfsc.edu/financialaid/.
In accordance with U.S. Code Title 38 and Title 10, the law requires that educational assistance benefits to student veterans and eligible family members be discontinued when the student ceases to make satisfactory progress toward completion of their training objective.
Veteran students and eligible family members are ineligible for VA benefits beyond two consecutive terms on Academic Warning and Academic Probation. Student veterans or eligible family members VA Education benefits will be terminated following the second subsequent term of enrollment where their Academic Standing is listed as Academic Warning or Academic Probation. If a student veteran or eligible family member is placed on Academic Suspension per the current college catalog, VA Education

benefits will be terminated immediately. Students may be re-certified for VA Education benefits ONLY after achieving the minimum required cumulative grade point average (2.0) at NWFSC and submitting a VA Form 22-1995 or 22-5495 (Chapter 35).

Testing Services

As a member of the Florida Association of College Test Administrators (FACTA), Northwest Florida State College offers comprehensive testing services for students and the community. Our exams are both nationally and academics-based, such as the CLEP, ACCUPLACER, and TABE. NWFSC also serves as a host site for the ACT and SAT college admissions exams.
NWFSC also provides proctored exams for students and non-students, which include make-up exams, remote testing, online exams, and testing with accommodations. Students with disabilities can inquire about testing accommodations through our Accommodation Resource Center (arc@nwfsc.edu).
As an authorized Pearson VUE Testing Center, NWFSC delivers secure professional certification testing for students and the community at select testing locations. For information on individual certification tests offered at our testing centers, visit www.pearsonvue.com.
Northwest Florida State College currently offers testing at six locations. For location information, hours, and a list of testing services available at each location, visit www.nwfsc.edu/testing. For exam scheduling and pricing, visit http://www.registerblast.com/nwfsc/exam.

Testing Fees

Testing fees may be paid to the Cashier's Office by cash or check only. Credit card payments are not accepted at any of our campuses or centers. Testing appointments should be scheduled online in advance at RegisterBlast. A $3.50 convenience fee is added when payment is processed online using RegisterBlast.

Exam	Description	Test Administration Fees
PERT	First attempt for incoming NWFSC students (including dual enrolled)	FREE
Non-NWFSC students	$20.00	Retest fee for NWFSC students (including dual enrolled students)
$10.00	ACCUPLACER	Advanced Algebra and Functions
$20.00	CLEP	CLEP exam must be purchased through College Board website. Check website for current pricing. (https://clep.collegeboard.org/earn-college-credit/how-to-register) Testing fee may not apply to eligible military service members testing at a fully funded center.

$20.00 non-essay $30.00 with essay	DSST	DSST exam must be purchased at time of exam. Check https://www.getcollegecredit.com for current pricing information. Testing fee may not apply to eligible military service members testing at a fully funded center. DSST (formerly DANTES Subject Standardized Tests) are credit-by-examination tests originated by the United States Department of Defense's Defense Activity for Non-Traditional Education Support (DANTES) program.
$20.00	Proctored Exams for non-NWFSC students	Students requiring tests for other institutions must pay a testing fee and can participate on a space available basis. This fee applies to proctored exams, MSSC, TEAS, and other tests that may otherwise be free for NWFSC students.
$20.00	Certiport	Professional certification exams in Microsoft, Adobe, IC3, etc. Certiport exam vouchers must be purchased in advance at www.certiport.com. Check website for current exam pricing.
$20.00	HESI	For students applying to the Nursing and Physical Therapist Assistant program
$60.00	Professional Certification Exams	Various exams offered through Pearson VUE. Exams include but are not limited to NREMT, CISCO, Comp TIA, FAA, PSI, etc.
Fees are collected directly by testing company and vary by exam.	ACT and SAT Testing	NWFSC hosts the college admissions exams. Questions concerning the SAT exam should be directed to the College Board at (866) 630-9305 or www.collegeboard.org. Questions regarding the ACT exam should be directed to (319) 337-1270 or www.act.org
Fees are collected directly by SAT and ACT and vary by exam.	FCLE	Florida Civic Literacy Exam - Postsecondary

Veteran Education Benefits

19-20 salute
Veteran's Services
23-24 military tuition
Veterans' Tuition Policy

Veteran's Services

All new student veterans and eligible family members are encouraged to visit the Veterans Success Center at the Niceville campus for assistance with starting a VA file/record. NWFSC is approved for training by the State Approving Agency under the various Veterans' training laws. Student veterans and eligible family members planning to enroll and use their VA Educational Benefits should consult with the Veterans Success Center staff well in advance of their first semester of enrollment. All new student veterans and eligible family members are encouraged to follow the application procedures found at https://www.nwfsc.edu/students/veterans/ when establishing their VA file with the Veterans Success Center.

Student veterans and eligible family members are also required to be familiar with the NWFSC VA Student Information Packet, which explains our processes and the rules imposed, by U.S. Code Title 38 and Title 10. The VA Student Information Packet can be found at https://www.nwfsc.edu/wp-content/uploads/2021/10/2021-VA-Student-Briefing-Packet-Oct-2021-fillable.pdf.

In accordance with U.S. Code Title 38 and Title 10, the law requires that educational assistance benefits to student veterans and eligible family members be discontinued when the student ceases to make satisfactory progress toward completion of their training objective.

Student veterans and eligible family members are ineligible for VA Education Benefits beyond two consecutive terms of not meeting Academic Standards per the current NWFSC catalog. VA Education Benefits will be terminated following the second subsequent term of enrollment where their Academic Standing remains below the established requirements. If a student veteran or eligible family member is placed on Academic Suspension per the current college catalog, VA Education Benefits will be terminated immediately. Students may be re-certified for VA Education Benefits ONLY after achieving the minimum required cumulative grade point average and submitting a VA Form 22-1995 or 22-5495 (Chapter 35).

Training time for all programs, except Chapter 33 Post 9/11 GI Bill®, is computed at full time, three quarter time and half time; please refer to your specific chapter payment chart at the GI Bill® website (https://www.va.gov/gi-bill-comparison-tool).

Training time for the summer term and any accelerated sessions in a term are computed differently. Student veterans and eligible family members are advised to contact the Veterans Success Center before registering for summer term and accelerated term classes to determine training time status.

Rate of Pursuit (RoP) applies specifically to Chapter 33 beneficiaries, as it differs from training time which is used for all other chapters. RoP is used to determine a student's Monthly Housing Allowance (MHA). RoP is computed by dividing the student's credit hours by the full time rate, rounding to the nearest tenth and multiplying by the E-5 with dependent Basic Allowance for Housing rate.

Full-Time Enrollment	Three-Quarter Time Enrollment	Half-Time Enrollment
12 or more credit hours	9-11 credit hours	6-8 credit hours
Chapter 33:	Chapter 33:	Chapter 33:
12 or more = 100%	11 = 90% 9 or 10 = 80%	8 = 70% 7 = 60%

The above enrollment information is based on 16 week terms (Fall and Spring). The Summer term is 12 weeks and enrollment hours are adjusted accordingly. Please reference the VA Student Information Packet for specific requirements.

The Monthly Housing Allowance (MHA) is paid if the student's RoP is more than 50%. The VA Regional Processing Office reviews the student's RoP to determine whether MHA can be awarded: If a student's RoP is more than 50% the student receives MHA; if the student's RoP is 50% or less, then the student doesn't receive MHA (Active Duty personnel receiving Chapter 33 benefits or spouses of Active Duty personnel receiving Transfer of Entitlement benefits are not eligible for MHA under VA due to receiving comparable compensation of Basic Housing Allowance).

It is advised that student's use the GI Bill® Comparison Tool at https://www.va.gov/gi-bill-comparison-tool to determine their MHA rate. This tool provides MHA rates for main, branch campuses and extension campuses. Follow the steps below to receive an estimate of your MHA.

Search and select your school's main campus from the list.

Scroll down to "Where will you take the majority of your classes?"

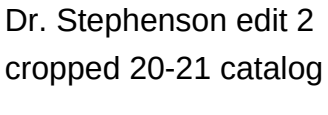
Select "Other Location" or "An Extension Campus."
Enter the zip code of the other location or select the location from the drop down.
Chapter 33 beneficiaries who schedule all distance learning classes, (online, independent study, and video conferencing), are only eligible to receive half the national average in MHA. Rates are multiplied by the RoP rounded to the nearest multiple of 10.
All chapter 33 beneficiaries eligible for MHA must verify their enrollment status each month. Students enrolled in a program which begins on or after August 1, 2021 will either receive an option to opt into the text messaging process to verify their attendance monthly OR they will be required to contact the 1-888-442-4551 toll free number monthly to verify.
Northwest Florida State College cannot verify for students. The student must verify they continue to be enrolled by stating "yes" or if not enrolled as stated, should respond as "no" and the VA will contact the schools to determine when the change in enrollment occurred if not already reported.
This monthly verification process is ONLY for chapter 33 beneficiaries. This differs from the monthly certification process for non-chapter 33 students who use the W.A.V.E.S. system to verify enrollment to release their monthly stipend.
Chapter 33 beneficiaries must respond monthly to verify their enrollment. However, their MHA payments will continue to be released until two consecutive months have elapsed without any verification from the student.
NWFSC also has clock hour programs that the VA calculates training time on a weekly basis. To maintain full time status a student must have 22 clock hours per week for Applied Welding Technologies, 18 clock hours per week for Corrections Officer, Law Enforcement Basic, and Fire Fighter. Chapter 33 beneficiaries in clock hour programs who are full time are also eligible to receive books and supplies up to $1,000.00 each academic year paid proportionately based on enrollment.
Training time for the Summer Term and any accelerated session of any term is computed differently. Student veterans and eligible family members are advised to contact the Veterans Success Center before registering for Summer Term and accelerated term classes to determine training status.
All student veterans and eligible family members who wish to be certified for their VA Education Benefits must submit a VA Certification Request form each term online at
https://nwfstatecollege.formstack.com/forms/va_enrollment_certification_request_form_copy to initiate the certification process.
Student veterans and eligible family members are required to submit an updated VA Certification Request form for all schedule changes, to include: drop, withdrawal, never attended, and reinstatement or termination due to excessive absences.
Note: Student's attendance is reported to the VA and may impact benefit payments.

Veterans' Tuition Deferment Policy

Any eligible student veteran or eligible family member who wishes to pursue an approved program of study shall be granted upon request, a deferment for full payment of fees for a period determined by the Business Office, once per academic year (August through July).
The VA pays a chapter 33 beneficiary's tuition directly to Northwest Florida State College.
Upon initial application for VA education benefits, chapter 33 students whose Certificate of Eligibility has not been received (based on application confirmation page) may be eligible to use a VA deferment of fees once in lieu of their Certificate of Eligibility from the VA.
Chapter 35, 30, 1606, and 1607 students are responsible for paying Northwest Florida State College their tuition by the established and published payment deadlines.
These students may be eligible to use a VA deferment of fees once per academic year.
Under no circumstances shall any person be allowed to enroll or re-enroll at NWFSC who has an unpaid fee deferment. A student who defaults on a VA deferment will lose the right to receive future deferments.
In accordance with Title 38 US Code 3679 subsection (e), this school adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post 9/11 GI Bill® (Ch. 33) or Veterans Readiness & Employment (Ch. 31) benefits, while payment to the institution is pending from the VA.
This school will not:
Prevent the student's enrollment;
Assess a late penalty fee to the student;
Require the student to secure alternative or additional funding;
Deny the student access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.
However, to qualify for this provision, such students may be required to:
Produce the VA Certificate of Eligibility (COE) by the first day of class;
Provide a written request to be certified;

Provide additional information needed to properly certify the enrollment as described in other institutional policies

Welcome from the President



Dr. Stephenson edit 2 cropped 20-21 catalog

Welcome to Northwest Florida State College! We are honored to be the college of your choice for the 2023-2024 academic year. At NWFSC, our mission is to equip you academically for future success in your chosen career field. We are committed to helping all students achieve their goals for education and career success.

Every day we work to create a better experience for students--one that is focused on moving you toward success. This is why we exist, and that is why we serve. We are all about making a significant impact in the lives of our students and across our communities, including more emphasis on creating clear, unobstructed pathways toward student success. We've been working on transformational changes to improve the quality of place and the quality of life at Northwest Florida State College and within our communities. NWFSC provides the advantages of affordability, excellence, and convenient access.

Our college consistently achieves national rankings for excellence in academics, athletics, and arts. We provide a full college experience that blends academic and co-curricular interests in a flexible, convenient and customized schedule. NWFSC employees are excited about the potential, the possibilities, and the promise that exists for our students and the region of Northwest Florida. Most importantly, we are

excited that you've chosen our great college to further your education and reach your career goals!
Again, thank you for choosing Northwest Florida State College!
Dr. Devin Stephenson, President
Northwest Florida State College

Bachelor Degrees

BAS grads

Bachelor of Applied Science (B.A.S.) Degree
Bachelor of Applied Science (B.A.S.) Degree
Bachelor of Science (B.S.) Degree in Education
Bachelor of Science (B.S.) Degree in Education
Bachelor of Science (B.S.) Degree in Education
Bachelor of Science (B.S.) Degree in Education
Bachelor of Science (B.S.) Degree in Nursing

A.S. Degrees, Certificates, & ATD

19-20 welding

All A.S. degree programs at NWFSC require a minimum of 18 college credits in general education. Unless otherwise specified in the program requirements, students must complete one course from each of the following categories to meet general education requirements.

To assure that graduates of the state university and state college systems share a common base of General Education requirements, the State of Florida has designated general education core course options (designated with ♦) in each of five areas of study—Communication, Humanities, Mathematics, Natural Sciences, and Social Sciences. The A.S. degree programs provide flexibility for entering the job market or continuing education. Students who take general education courses are guaranteed transfer of those courses when continuing their education within the Florida College and University System.

NWFSC has embedded the core competencies of speaking, writing, and civic literacy in both the A.A. and A.S. programs of study; by program design, all A.A. and A.S. graduates take courses that allow them to demonstrate their abilities in these important life skills.

Communications: 3

Communications courses provide students with the opportunity to enhance their ability to communicate effectively and to analyze communication critically.
NWFSC General Education Outcomes:
1 - Demonstrate proficiency in reading, writing and speaking.
2 - Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
3 - Find, evaluate, organize and use information accurately and effectively.
A minimum grade of "C" in each Communications course is required for general education credit.
ENC 1101 - English Composition I 3 Credit Hours ♦ ¶

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Humanities: 3

The Humanities allow students to explore and reflect critically upon the human condition, demonstrating interpretive ability and cultural literacy.
NWFSC General Education Outcomes:
1 - Demonstrate proficiency in reading, writing and speaking.
2 - Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
5 - Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.

A minimum grade of "C" in Humanities courses is required for general education credit.
ARH 1000 - Art Appreciation 3 Credit Hours † ♦ ¶
HUM 1020 - Humanities – Introduction 3 Credit Hours † ♦ ¶
MUL 1010 - Music Appreciation 3 Credit Hours † ♦ ¶
PHI 2010 - Introduction to Philosophy 3 Credit Hours † ♦ ¶
THE 2000 - Theatre Appreciation 3 Credit Hours † ♦ ¶

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

† Courses listed with this symbol address NWF State College's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Mathematics: 3

Mathematics challenge students to develop their ability to determine and apply appropriate mathematical and computational models and methods in problem solving.

NWFSC General Education Outcome:
3 - Understand and apply mathematical and scientific principles and methods.
All Mathematics courses listed below meet Mathematics requirements outlined in FAC Rule 6A-10.030.
A minimum grade of "C" in Mathematics courses is required for general education credit.
MAC 1105 - College Algebra 3 Credit Hours ♦
MAC 2311 - Calculus I 4 Credit Hours ♦
MGF 1106 - Practical Applications of Mathematics 3 Credit Hours ♦
MGF 1107 - Math in Society 3 Credit Hours ♦
STA 2023 - Statistics 3 Credit Hours ♦

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Natural Sciences: 3

Natural Science courses provide the opportunity for students to recognize and comprehend fundamental concepts, principles, and processes about the natural world as they critically examine and evaluate scientific observation, hypothesis, or model construction.
NWFSC General Education Outcomes:
2 - Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
3 - Understand and apply mathematical and scientific principles and methods.
3 - Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.
AST 1002 - Descriptive Astronomy 3 Credit Hours ♦
BSC 1005 - General Biology 3 Credit Hours ♦
BSC 1010C - Principles of Biology I 4 Credit Hours ♦
BSC 1085C - Anatomy and Physiology I 4 Credit Hours ♦
CHM 1020 - Chemical Science 3 Credit Hours ♦
CHM 1045C - College Chemistry I 4 Credit Hours ♦
ESC 1000 - Earth Science 3 Credit Hours ♦
EVR 1001C - Environmental Science 4 Credit Hours ♦
PHY 1020 - Physical Science 3 Credit Hours ♦
PHY 1053C - General Physics Without Calculus I 4 Credit

Hours ♦
PHY 2048C - General Physics With Calculus I 4 Credit Hours ♦

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Social Sciences: 3

The Social Sciences allow students to develop their understanding of basic social and behavioral science concepts and principles used in the analysis of past and present, local and global behavioral, social, and cultural issues as they examine these issues from a variety of points of view.
NWFSC General Education Outcomes:
1 - Demonstrate proficiency in reading, writing and speaking.
4 - Find, evaluate, organize and use information accurately and effectively.
5 - Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.
A minimum grade of "C" in courses with the ¶ symbol is required for general education credit.
AMH 2020 - American History II 3 Credit Hours ♦ ¶ Ω
ANT 2000 - Introduction to Anthropology 3 Credit Hours ♦
ECO 2013 - Economics I 3 Credit Hours ♦
POS 1041 - American Government 3 Credit Hours ♦ ¶ Ω
PSY 2012 - Psychology 3 Credit Hours ♦
SYG 2000 - Sociology 3 Credit Hours ♦

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Ω Courses listed with this symbol meet the Civic Literacy Competency as outlined in section 1007.25(4), Florida Statutes (F.S.).

Additional General Education Credits: 3

ASL 1140 - American Sign Language I 4 Credit Hours
BSC 1005L - Biology Lab 1 Credit Hour
CGS 1100 - Microcomputer Applications 3 Credit Hours
CHI 1120 - Mandarin Chinese I 4 Credit Hours
ENG 1001 - Research Papers 1 Credit Hour
FRE 1120 - French I 4 Credit Hours
HLP 1081 - Wellness: Practice and Theory 3 Credit Hours
HUN 2201 - Nutrition 3 Credit Hours
LIS 1001 - Library Skills 1 Credit Hour
LIS 2004 - Introduction to Internet Research 1 Credit Hour
SLS 1101 - College Success 3 Credit Hours
SLS 2505 - Critical Thinking 3 Credit Hours
SPC 1006 - Essentials of Speech 1 Credit Hour †
SPC 1608 - Public Speaking 3 Credit Hours †
SPC 2300 - Interpersonal Communication 3 Credit Hours †
SPN 1120 - Spanish I 4 Credit Hours
___ ____ - Any other AA General Education course

†	Courses listed with this symbol address NWF State College's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

Total AS General Education Credits Required: 18

Footnote Legend

Symbol	Description
♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
†	Courses listed with this symbol address NWF State College's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω	Courses listed with this symbol meet the Civic Literacy Competency as outlined in section 1007.25(4), Florida Statutes (F.S.).

AS Degree Checklist:

Have you completed a minimum of 18 credit hours in the following areas?
3 hours in Communications core course – ("C" or better)
3 hours in Humanities core course – ("C" or better)
3 hours in Social Sciences core course ("C" or better)
3 hours in Mathematics core course – ("C" or better)
3 hours in Natural Sciences core course ("C" or better)
3 Additional hours in General Education Credits
Have you met the Civic Literacy Competency (completed the course and passed the assessment)?
Have you completed the required Core and Technical Elective (if applicable) course work for your AS degree?
Have you completed at least 25% of the total number of credits for your AS degree at NWFSC?
Have you met the minimum 2.0 institutional cumulative GPA requirements for the AS?

A.S. Degree Graduation Requirements
A.S. Degree Program Information
Certificate to A.S. Degree Career Paths
Certificate and Applied Technology Diploma (ATD) Program Information
Certificate and Applied Technology Diploma (ATD) Graduation Requirements

A.A. Degrees

A.A. General Education Requirements

Communications: 6

Communications courses provide students with the opportunity to enhance their ability to communicate effectively and to analyze communication critically.
NWFSC General Education Outcomes:
Demonstrate proficiency in reading, writing and speaking.
Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
Find, evaluate, organize and use information accurately and effectively.
A minimum grade of "C" in each Communications course is required for general education credit.
ENC 1101 - English Composition I 3 Credit Hours ♦ ¶
ENC 1102 - English Composition II 3 Credit Hours ¶

grad group by fountain

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Humanities: 6

The Humanities allow students to explore and reflect critically upon the human condition, demonstrating interpretive ability and cultural literacy.
NWFSC General Education Outcomes:

Demonstrate proficiency in reading, writing and speaking.
Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.
A minimum grade of "C" in each Humanities course is required for general education credit.
Choose one Core Humanities course and one General Humanities course, or
Choose two Core Humanities courses.

Core Humanities

ARH 1000 - Art Appreciation 3 Credit Hours † ♦ ¶
HUM 1020 - Humanities – Introduction 3 Credit Hours † ♦ ¶
MUL 1010 - Music Appreciation 3 Credit Hours † ♦ ¶
PHI 2010 - Introduction to Philosophy 3 Credit Hours † ♦ ¶
THE 2000 - Theatre Appreciation 3 Credit Hours † ♦ ¶

† Courses listed with this symbol address NWFSC's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶

Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

General Humanities

AML 2010 - American Literature: 1492 - 1865 3 Credit Hours ¶
AML 2020 - American Literature: 1865 - Present 3 Credit Hours ¶
ARH 2050 - Art History: Pre-Renaissance 3 Credit Hours † ¶
ARH 2051 - Art History: Renaissance - 18th Century Neo-Classicism 3 Credit Hours † ¶
ARH 2060 - Architecture History 3 Credit Hours † ¶
ARH 2402 - Art History: Modern Art 3 Credit Hours † ¶
ENL 2012A - English Literature: Old English through the Enlightenment 3 Credit Hours ¶
ENL 2022 - English Literature: Romantic Period Through the Present 3 Credit Hours ¶
HUM 2250 - Humanities – A Contemporary Perspective 3 Credit Hours † ¶
HUM 2700 - Humanities – Foreign Study 3 Credit Hours ¶
LIT 2090 - Contemporary Literature 3 Credit Hours ¶
LIT 2100 - World Literature: Antiquity through the Renaissance 3 Credit Hours ¶
LIT 2120 - World Literature: Renaissance through the Present 3 Credit Hours ¶
PHI 2600 - Introduction to Ethics 3 Credit Hours † ¶
REL 2300 - Introduction to World Religions 3 Credit Hours ¶
THE 2071 - Humanities – Cinema Appreciation 3 Credit Hours † ¶
THE 2300 - Dramatic Literature 3 Credit Hours † ¶

† Courses listed with this symbol address NWFSC's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Mathematics: 6

Mathematics challenge students to develop their ability to determine and apply appropriate mathematical and computational models and methods in problem solving.
NWFSC General Education Outcome:
Understand and apply mathematical and scientific principles and methods.

All Mathematics courses listed below meet Mathematics requirements outlined in FAC Rule 6A-10.030.
A minimum grade of "C" in each Mathematics course is required for general education credit.
Choose one Core Mathematics course and one General Mathematics course, or
Choose two Core Mathematics courses. (Any student who successfully completes a Mathematics course for which one of the general education core course options in Mathematics is an immediate prerequisite shall be considered to have completed the Mathematics core.)

Core Mathematics

MAC 1105 - College Algebra 3 Credit Hours ♦
MAC 2311 - Calculus I 4 Credit Hours ♦
MGF 1106 - Practical Applications of Mathematics 3 Credit

Hours ♦
MGF 1107 - Math in Society 3 Credit Hours ♦
STA 2023 - Statistics 3 Credit Hours ♦

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

General Mathematics

MAC 1114 - Trigonometry 3 Credit Hours
MAC 1140 - Pre-Calculus Algebra 3 Credit Hours
MAC 2233 - Business Calculus 3 Credit Hours
MAC 2312 - Calculus II 4 Credit Hours
MAC 2313 - Calculus III 4 Credit Hours
MAD 2104 - Introduction to Discrete Mathematics 3 Credit Hours
MAP 2302 - Differential Equations 3 Credit Hours
MAS 2103 - Linear Algebra 3 Credit Hours
MTG 2206 - College Geometry 3 Credit Hours

Natural Sciences: 6

Natural Science courses provide the opportunity for students to recognize and comprehend fundamental concepts, principles, and processes about the natural world as they critically examine and evaluate scientific observation, hypothesis, or model construction.
NWFSC General Education Outcomes:
Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
Understand and apply mathematical and scientific principles and methods.
Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.
Choose one Biological Science course and one Physical Science course. At least one course selection must be a Core Natural Science course indicated by the ♦ symbol. (Any student who successfully completes a Science course for which one of the general education core course options in Science is an immediate prerequisite shall be considered to have completed the Science core.)

Biological Sciences

BOT 1010C - Botany 4 Credit Hours
BSC 1005 - General Biology 3 Credit Hours ♦
BSC 1010C - Principles of Biology I 4 Credit Hours ♦
BSC 1011C - Principles of Biology II 4 Credit Hours
BSC 1085C - Anatomy and Physiology I 4 Credit Hours ♦
BSC 1086C - Anatomy and Physiology II 4 Credit Hours
BSC 2020C - Human Structure and Function 4 Credit Hours
ZOO 1010C - Zoology 4 Credit Hours

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Physical Sciences

AST 1002 - Descriptive Astronomy 3 Credit Hours ♦
AST 1005 - Introduction to Astrobiology 3 Credit Hours
CHM 1020 - Chemical Science 3 Credit Hours ♦
CHM 1032C - General Chemistry for Life Sciences 4 Credit Hours
CHM 1045C - College Chemistry I 4 Credit Hours ♦
CHM 1046C - College Chemistry II 4 Credit Hours
ESC 1000 - Earth Science 3 Credit Hours ♦
EVR 1001C - Environmental Science 4 Credit Hours ♦
GLY 2010C - Principles of Geology I 4 Credit Hours
GLY 2100C - Principles of Geology II 4 Credit Hours
ISC 1003 - Natural Disasters – Causes, Consequences, Human Response 3 Credit Hours
MET 1010C - Introduction to Meteorology 4 Credit Hours
OCE 1001C - Oceanography 4 Credit Hours
PHY 1020 - Physical Science 3 Credit Hours ♦
PHY 1053C - General Physics Without Calculus I 4 Credit Hours ♦
PHY 1054C - General Physics Without Calculus II 4 Credit Hours
PHY 2048C - General Physics With Calculus I 4 Credit Hours ♦
PHY 2049C - General Physics with Calculus II 4 Credit Hours

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Social Sciences: 6

The Social Sciences allow students to develop their understanding of basic social and behavioral science concepts and principles used in the analysis of past and present, local and global behavioral, social, and cultural issues as they examine these issues from a variety of points of view.
NWFSC General Education Outcomes:
Demonstrate proficiency in reading, writing and speaking.
Find, evaluate, organize and use information accurately and effectively.
Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.

Choose one Behavioral Social Science course and one History/Government Social Science, or choose two History/Government Social Science courses.
At least one course must meet the Civic Literacy Requirement indicated by the Ω symbol

At least one course must be a Core Social Science course indicated by the ♦ symbol.

Behavioral Social Sciences

ANT 2000 - Introduction to Anthropology 3 Credit Hours ♦
ANT 2100 - Introduction to Archaeology 3 Credit Hours
DEP 2004 - Human Growth and Development 3 Credit Hours
ECO 2013 - Economics I 3 Credit Hours ♦
GEA 1000 - World Regional Geography 3 Credit Hours
PSY 2012 - Psychology 3 Credit Hours ♦
SYG 2000 - Sociology 3 Credit Hours ♦

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

History/Government Social Sciences

A minimum grade of "C" in each History/Government Social Science course is required for general education credit.
AMH 2010 - American History I 3 Credit Hours ¶
AMH 2020 - American History II 3 Credit Hours ♦ ¶ Ω
POS 1041 - American Government 3 Credit Hours ♦ ¶ Ω
SYG 2010 - Social Problems 3 Credit Hours ¶
WOH 1012 - World Civilization: Early Humans through Global Expansion 3 Credit Hours ¶
WOH 1022 - World Civilization: The Modern Period and Renaissance to the Present 3 Credit Hours ¶

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Ω — Courses listed with this symbol meet the Civic Literacy Competency as outlined in section 1007.25(4), Florida Statutes (F.S.).

Additional General Education Credits: 6

Additional General Education Credits should be selected in alignment with a student's choice. Any general education hours over a total of 36 will apply as electives in the A.A. degree. Consult with an academic advisor for assistance.
ASL 1140 - American Sign Language I 4 Credit Hours
BSC 1005L - Biology Lab 1 Credit Hour
CGS 1100 - Microcomputer Applications 3 Credit Hours
CHI 1120 - Mandarin Chinese I 4 Credit Hours
ENG 1001 - Research Papers 1 Credit Hour
FRE 1120 - French I 4 Credit Hours
HLP 1081 - Wellness: Practice and Theory 3 Credit Hours
HUN 2201 - Nutrition 3 Credit Hours
LIS 1001 - Library Skills 1 Credit Hour
LIS 2004 - Introduction to Internet Research 1 Credit Hour
SLS 1101 - College Success 3 Credit Hours
SLS 2505 - Critical Thinking 3 Credit Hours
SPC 1006 - Essentials of Speech 1 Credit Hour †
SPC 1608 - Public Speaking 3 Credit Hours † (students transferring to FSU are advised to take SPC 1608)
SPC 2300 - Interpersonal Communication 3 Credit Hours †
SPN 1120 - Spanish I 4 Credit Hours
___ ____ - Any A.A. General Education Communications, Mathematics, Humanities, Natural Science, or Social Science course

† — Courses listed with this symbol address NWFSC's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

Total A.A. General Education Credits Required: 36

Footnote Legend

Symbol	Description
♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
†	Courses listed with this symbol address NWFSC's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Ω

Courses listed with this symbol meet the Civic Literacy Competency as outlined in section 1007.25(4), Florida Statutes (F.S.).

A.A. Degree Checklist:

Have you completed a minimum of 60 credit hours in the following areas?
36 Hours of General Education
6 hours in Communications ("C" or better)
6 hours in Mathematics ("C" or better)
6 hours in Humanities ("C" or better)
6 hours in Natural Science
6 hours in Social Sciences ("C" or better in History/Government Social Science category)
6 hours in Additional General Education Credits if needed
24 hours of college credit A.A. transferable electives
Have you completed 25% of the Overall Number of Credits Required for your Degree at NWFSC?
Have you completed the foreign language requirement?
Have you met the minimum 2.0 institutional cumulative GPA requirements for the A.A.?
Have you met the Civic Literacy Competency (FAC Rule 6A-10.02413) requirement for the A.A.?

A.A. Degree Graduation Requirements
Transferring to a Four-Year Institution in Florida
Foreign Language Requirements for Universities

All Programs

19-20 ballet dancer19-20 nursing student19-20 burn tower

Active Programs with Degree Type

Nursing (B.S.)

State CIP Code 1105138012
*This program is fully available online.
The baccalaureate program in nursing at Northwest Florida State College is accredited by the Commission on Collegiate Nursing Education (http://www.ccneaccreditation.org).
The program is an R.N. to B.S.N. degree career ladder and is open to applicants who currently hold a valid Registered Nursing license and have completed an ADN or diploma program. The program can be completed in three to four semesters. Program content for the B.S.N. program meets those specified in Florida's A.S. to B.S. Articulation Manual. All theory courses are taught through NWF Online (https://www.nwfsc.edu/online/) and experiential learning can be completed near the student's residence.

Lower Division Courses

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

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¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

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¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Ω Courses listed with this symbol have a Civic Literacy Competency.

Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours

This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.
Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours
This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

Foreign Language

Total Foreign Language Credits: 8

Total Foreign Language Credits: 8

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory,

endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

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¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

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Ω Courses listed with this symbol have a Civic Literacy Competency.
Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours

This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

Lower Division Nursing and Other Courses

Total Lower Division Nursing and Other Courses: 10-44

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

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Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

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ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

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Ω Courses listed with this symbol have a Civic Literacy Competency.

Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours

This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

Total Lower Division Credits: 76

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory,

endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.
Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours

This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing

course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is

part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.
Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours
This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

Foreign Language

Total Foreign Language Credits: 8

Total Foreign Language Credits: 8

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

Lower Division Nursing and Other Courses

Total Lower Division Nursing and Other Courses: 10-44

Total Lower Division Credits: 76

Upper Division Courses

Core Courses

NUR 3067C - Health Assessment

This course is designed to develop the student's knowledge for obtaining and recording a systematic, comprehensive health history, psychosocial assessment, and physical examination of the adult. The course involves the synthesis of nursing, biologic, psychologic, and sociocultural knowledge and theories as they apply to the findings obtained in the comprehensive health assessment of clients of various ages. During the experiential learning component, emphasis will be placed on collection of a database through physical assessment, history taking and interviewing.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Admission to the BSN program, compliance with the clinical screening platform.

NUR 3071 - Writing for Success in Nursing

This course is designed to develop the student's knowledge for writing at the upper division nursing level. The course includes

information regarding use of APA format and scholarly writing resources.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):

Admission to the BSN program and all enrollment conditions met.

NUR 3080 - Dimensions of Baccalaureate Nursing Practice

This course will provide Registered Nurses, who are returning to school to earn a Baccalaureate degree, an opportunity to advance professional practice concepts. As designed, the course engages the student intellectually in an ongoing professional dialogue and journey with peers, colleagues, and instructors that serves to broaden the student's professional development and builds on preexisting knowledge and experiences. The course curriculum is written for adult learners with the characteristics of self-direction, prior experience, applicability to practice, and motivation to meet the challenge to expand their knowledge base and to utilize advanced critical thinking skills.

Credit Hour(s): 3 Credit Hours When Offered: (All) Prerequisite(s):

Admission to the BSN program and meets all enrollment conditions.

NUR 3837 - Health Care Issues

This course provides a forum for the exploration and evaluation of concerns germane to contemporary nursing. The focus of this course is on the nursing profession and current major issues and problems that concern it. Social forces influencing changes in the nursing profession are analyzed in terms of historical antecedents and their current manifestations. Recently passed, and pending legislature at both the national and state levels is emphasized.

Credit Hour(s): 3 Credit Hours When Offered: (Spring, Summer) Prerequisite(s):

Current RN licensure. Admission to the BSN program and all enrollment conditions met.

NUR 4125 - Clinical Pathophysiology

This course examines in detail the underlying process involved in the development, evolution, manifestations, and complications of common clinical diseases across the life span, and compares normal and abnormal states. The biological bases for therapeutic clinical actions are examined.

Credit Hour(s): 3 Credit Hours When Offered: (All) Prerequisite(s):

NUR 3067C

NUR 4165 - Evidence-Based Practice: Incorporating Nursing Research

This course is designed to provide students with an introduction to the research process and evidence-based practice. The purpose of the course is to stimulate interest in nursing research, to enable students to understand and judge the usefulness of scientific findings, and to develop an understanding of how clinical proficiency is combined with experimental proof to produce nursing practices based upon evidence. An online teaching method is used with optional workshops available to students.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

STA 2023 .

NUR 4615C - Family and Community Health Nursing

The Family and Community Health Nursing course is designed to facilitate the conceptualizing of family, population groups, and community as units of care from diverse cultures, ethnic, and social backgrounds. The student is provided an experiential learning component to assess the health needs of selected families and groups in the community setting with selected health promotion, risk reduction, and disease prevention. The nursing process is used to examine multiple influences impacting life-course experiences of families and communities to enhance functioning.

Credit Hour(s): 5 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 3067C , NUR 3080 , completion of all General Education requirements, and continued compliance with the clinical screening platform.

NUR 4827C - Nursing Leadership and Management

This course focuses on evidence-based principles of nursing leadership, management, collaboration, and coordination in healthcare settings. Students engage in a variety of healthcare clinical scenarios applying principles of leadership and management integral to professional nursing practice through safety-enhanced technology and legal and ethical standards. Students examine concepts and theories for managing practical change, communication, and conflict resolutions with interdisciplinary teams respecting differing values, beliefs, and preferences in decision-making. Students demonstrate effective planning to implement and evaluate process improvement in nursing practice. Students engage in professional and personal reflection demonstrating value to on-going professional and personal development.

Credit Hour(s): 5 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 3080 - Dimensions of Baccalaureate Nursing Practice , NUR 4165 - Evidence-Based Practice: Incorporating Nursing Research , and NUR 4615C - Family and Community Health Nursing

Corequisite(s):

NUR 4956 - Portfolio

NUR 4956 - Portfolio

NUR ____ - Upper Division Nursing Elective (See Below) 3 Credit Hours

This course will provide students an opportunity to complete and evaluate their electronic professional portfolio to express their professional nursing expertise and proficiency.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):

NUR 3080

Corequisite(s):

NUR 4827C

Total Upper Division Nursing Credits: 30

Total Upper Division Nursing Credits: 30

Upper Division Nursing Electives

NSP 3640 - Nursing Care of Military and Veteran Populations

This course is designed to identify the unique healthcare needs of military and veteran populations in the United States in order to prepare students and practicing nurses to develop competence in designing nursing interventions within civilian and government agencies in which military members and veterans seek healthcare. In accordance with the ANA's pledge (2012) to raise awareness of the unique conditions and needs of military veterans and their families, this course supports the Joining Forces initiative to further nursing training to include specialized topics such as traumatic brain injury, post-traumatic stress disorder, trauma rehabilitation, and understanding the military and veteran's healthcare delivery system.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

NSP 4275 - Introduction to Critical Care Nursing

This course examines the needs of the critically ill client. As part of the human experience, the integrity of the individual and family may be disrupted by a critical illness. During such time, the critical care nurse assists the individual and family to restore life processes to a state of dynamic equilibrium. This course emphasizes the involvement through use of scientific rationale and application of the nursing process in providing care to the individual client and family. Critical care concepts and skills for promoting client and family well-being are stressed.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as Needed) Prerequisite(s):

RN LICENSURE

NUR 3826 - Nursing Ethics

This course provides an in-depth exploration of ethical principles and moral reasoning as the foundation of nursing practice. The ANA Code of Ethics will be used as a framework for examining current issues in healthcare delivery across the age span from reproductive issues to end-of-life care.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

Admission to the BSN program and all enrollment conditions met.

SPN 3036 - Spanish for Health Care Providers

Spanish for Health Care Providers is designed for individuals majoring in nursing or working in health-related areas. The course focuses on vocabulary needed for the healthcare workplace, with grammar taught as a task-based practical skill. Students will learn phrases used to complete health assessments which include conducting interviews, filling out forms, writing reports, and reading and understanding medical articles and brochures. Prevalent disease processes will be discussed as well as cultural practices that affect health care, specifically the health care of Spanish-speaking patients. This course does not fulfill any part of the Florida state language requirements.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

Total Upper Division Nursing Credits: 30

Core Courses

NUR 3067C - Health Assessment

This course is designed to develop the student's knowledge for obtaining and recording a systematic, comprehensive health history, psychosocial assessment, and physical examination of the adult. The course involves the synthesis of nursing, biologic, psychologic, and sociocultural knowledge and theories as they apply to the findings obtained in the comprehensive health assessment of clients of various ages. During the experiential learning component, emphasis will be placed on collection of a database through physical assessment, history taking and interviewing.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Admission to the BSN program, compliance with the clinical screening platform.

NUR 3071 - Writing for Success in Nursing

This course is designed to develop the student's knowledge for writing at the upper division nursing level. The course includes information regarding use of APA format and scholarly writing resources.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):

Admission to the BSN program and all enrollment conditions met.

NUR 3080 - Dimensions of Baccalaureate Nursing Practice

This course will provide Registered Nurses, who are returning to school to earn a Baccalaureate degree, an opportunity to advance professional practice concepts. As designed, the course engages the student intellectually in an ongoing professional dialogue and journey with peers, colleagues, and instructors that serves to broaden the student's professional development and builds on preexisting knowledge and experiences. The course curriculum is written for adult learners with the characteristics of self-direction, prior experience, applicability to practice, and motivation to meet the challenge to expand their knowledge base and to utilize advanced critical thinking skills.

Credit Hour(s): 3 Credit Hours When Offered: (All) Prerequisite(s):

Admission to the BSN program and meets all enrollment conditions.

NUR 3837 - Health Care Issues

This course provides a forum for the exploration and evaluation of concerns germane to contemporary nursing. The focus of this course is on the nursing profession and current major issues and problems that concern it. Social forces influencing changes in the nursing profession are analyzed in terms of historical antecedents and their current manifestations. Recently passed, and pending legislature at both the national and state levels is emphasized.

Credit Hour(s): 3 Credit Hours When Offered: (Spring, Summer) Prerequisite(s):

Current RN licensure. Admission to the BSN program and all enrollment conditions met.

NUR 4125 - Clinical Pathophysiology

This course examines in detail the underlying process involved in the development, evolution, manifestations, and complications of common clinical diseases across the life span, and compares normal and abnormal states. The biological bases for therapeutic clinical actions are examined.

Credit Hour(s): 3 Credit Hours When Offered: (All) Prerequisite(s):

NUR 3067C

NUR 4165 - Evidence-Based Practice: Incorporating Nursing Research

This course is designed to provide students with an introduction to the research process and evidence-based practice. The purpose of the course is to stimulate interest in nursing research, to enable students to understand and judge the usefulness of scientific findings, and to develop an understanding of how clinical proficiency is combined with experimental proof to produce nursing practices based upon evidence. An online teaching method is used with optional workshops available to students.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

STA 2023 .

NUR 4615C - Family and Community Health Nursing

The Family and Community Health Nursing course is designed to facilitate the conceptualizing of family, population groups, and community as units of care from diverse cultures, ethnic, and social backgrounds. The student is provided an experiential learning component to assess the health needs of selected families and groups in the community setting with selected health promotion, risk reduction, and disease prevention. The nursing process is used to examine multiple influences impacting life-course experiences of families and communities to enhance functioning.

Credit Hour(s): 5 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 3067C , NUR 3080 , completion of all General Education requirements, and continued compliance with the clinical screening platform.

NUR 4827C - Nursing Leadership and Management

This course focuses on evidence-based principles of nursing leadership, management, collaboration, and coordination in healthcare settings. Students engage in a variety of healthcare clinical scenarios applying principles of leadership and management integral to professional nursing practice through safety-enhanced technology and legal and ethical standards. Students examine concepts and theories for managing practical change, communication, and conflict resolutions with interdisciplinary teams respecting differing values, beliefs, and preferences in decision-making. Students demonstrate effective planning to implement and evaluate process improvement in nursing practice. Students engage in professional and personal reflection demonstrating value to on-going professional and personal development.

Credit Hour(s): 5 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 3080 - Dimensions of Baccalaureate Nursing Practice , NUR 4165 - Evidence-Based Practice: Incorporating Nursing Research , and NUR 4615C - Family and Community Health Nursing

Corequisite(s):

NUR 4956 - Portfolio

NUR 4956 - Portfolio

NUR ____ - Upper Division Nursing Elective (See Below) 3 Credit Hours

This course will provide students an opportunity to complete and evaluate their electronic professional portfolio to express their professional nursing expertise and proficiency.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):

NUR 3080

Corequisite(s):

NUR 4827C

Total Upper Division Nursing Credits: 30

Total Upper Division Nursing Credits: 30

Upper Division Nursing Electives

NSP 3640 - Nursing Care of Military and Veteran Populations

This course is designed to identify the unique healthcare needs of military and veteran populations in the United States in order to prepare students and practicing nurses to develop competence in designing nursing interventions within civilian and government agencies in which military members and veterans seek healthcare. In accordance with the ANA's pledge (2012) to raise awareness of the unique conditions and needs of military veterans and their families, this course supports the Joining Forces initiative to further nursing training to include specialized topics such as traumatic brain injury, post-traumatic stress disorder, trauma rehabilitation, and understanding the military and veteran's healthcare delivery system.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

NSP 4275 - Introduction to Critical Care Nursing

This course examines the needs of the critically ill client. As part of the human experience, the integrity of the individual and family may be disrupted by a critical illness. During such time, the critical care nurse assists the individual and family to restore life

processes to a state of dynamic equilibrium. This course emphasizes the involvement through use of scientific rationale and application of the nursing process in providing care to the individual client and family. Critical care concepts and skills for promoting client and family well-being are stressed.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as Needed) Prerequisite(s):
RN LICENSURE

NUR 3826 - Nursing Ethics

This course provides an in-depth exploration of ethical principles and moral reasoning as the foundation of nursing practice. The ANA Code of Ethics will be used as a framework for examining current issues in healthcare delivery across the age span from reproductive issues to end-of-life care.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
Admission to the BSN program and all enrollment conditions met.

SPN 3036 - Spanish for Health Care Providers

Spanish for Health Care Providers is designed for individuals majoring in nursing or working in health-related areas. The course focuses on vocabulary needed for the healthcare workplace, with grammar taught as a task-based practical skill. Students will learn phrases used to complete health assessments which include conducting interviews, filling out forms, writing reports, and reading and understanding medical articles and brochures. Prevalent disease processes will be discussed as well as cultural practices that affect health care, specifically the health care of Spanish-speaking patients. This course does not fulfill any part of the Florida state language requirements.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

Total Upper Division Nursing Credits: 30

Articulation Credits

Total Articulation Credits: 14

Total Articulation Credits: 14

Total Articulation Credits: 14

Articulation Credits

Total Articulation Credits: 14

Total Articulation Credits: 14

Total Articulation Credits: 14

Total Upper Division Credits: 44

Articulation Credits

Total Articulation Credits: 14

Total Articulation Credits: 14

Total Articulation Credits: 14

Lower Division Courses

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

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Ω Courses listed with this symbol have a Civic Literacy Competency.
Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours

This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology
An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development
A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition
The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health
____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours
This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development
A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition
The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health
____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours
This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The

material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):
a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours
A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):
A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

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Ω Courses listed with this symbol have a Civic Literacy Competency.

Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours

This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as

meeting the state Core General Education requirements.

Total General Education Credits: 36

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

Foreign Language

Total Foreign Language Credits: 8

Total Foreign Language Credits: 8

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

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¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

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¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

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Ω Courses listed with this symbol have a Civic Literacy Competency.
Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours
This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours
This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

Lower Division Nursing and Other Courses

Total Lower Division Nursing and Other Courses: 10-44

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):
a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

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Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):
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ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

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Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours

This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

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♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

Total Lower Division Credits: 76

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C"

when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C"

when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.
Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours
This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours
This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A

minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Ω Courses listed with this symbol have a Civic Literacy Competency.

Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours

This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

Foreign Language

Total Foreign Language Credits: 8

Total Foreign Language Credits: 8

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

Lower Division Nursing and Other Courses

Total Lower Division Nursing and Other Courses: 10-44

Total Lower Division Credits: 76

Upper Division Courses

Core Courses

NUR 3067C - Health Assessment

This course is designed to develop the student's knowledge for obtaining and recording a systematic, comprehensive health history, psychosocial assessment, and physical examination of the adult. The course involves the synthesis of nursing, biologic, psychologic, and sociocultural knowledge and theories as they apply to the findings obtained in the comprehensive health assessment of clients of various ages. During the experiential learning component, emphasis will be placed on collection of a database through physical assessment, history taking and interviewing.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Admission to the BSN program, compliance with the clinical screening platform.

NUR 3071 - Writing for Success in Nursing

This course is designed to develop the student's knowledge for writing at the upper division nursing level. The course includes information regarding use of APA format and scholarly writing resources.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):

Admission to the BSN program and all enrollment conditions met.

NUR 3080 - Dimensions of Baccalaureate Nursing Practice

This course will provide Registered Nurses, who are returning to school to earn a Baccalaureate degree, an opportunity to advance professional practice concepts. As designed, the course engages the student intellectually in an ongoing professional dialogue and journey with peers, colleagues, and instructors that serves to broaden the student's professional development and builds on preexisting knowledge and experiences. The course curriculum is written for adult learners with the characteristics of self-direction, prior experience, applicability to practice, and motivation to meet the challenge to expand their knowledge base and to utilize advanced critical thinking skills.

Credit Hour(s): 3 Credit Hours When Offered: (All) Prerequisite(s):

Admission to the BSN program and meets all enrollment conditions.

NUR 3837 - Health Care Issues

This course provides a forum for the exploration and evaluation of concerns germane to contemporary nursing. The focus of this course is on the nursing profession and current major issues and problems that concern it. Social forces influencing changes in the nursing profession are analyzed in terms of historical antecedents and their current manifestations. Recently passed, and pending legislature at both the national and state levels is emphasized.

Credit Hour(s): 3 Credit Hours When Offered: (Spring, Summer) Prerequisite(s):

Current RN licensure. Admission to the BSN program and all enrollment conditions met.

NUR 4125 - Clinical Pathophysiology

This course examines in detail the underlying process involved in the development, evolution, manifestations, and complications of common clinical diseases across the life span, and compares normal and abnormal states. The biological bases for therapeutic clinical actions are examined.

Credit Hour(s): 3 Credit Hours When Offered: (All) Prerequisite(s):

NUR 3067C

NUR 4165 - Evidence-Based Practice: Incorporating Nursing Research

This course is designed to provide students with an introduction to the research process and evidence-based practice. The purpose of the course is to stimulate interest in nursing research, to enable students to understand and judge the usefulness of scientific findings, and to develop an understanding of how clinical proficiency is combined with experimental proof to produce nursing practices based upon evidence. An online teaching method is used with optional workshops available to students.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

STA 2023 .

NUR 4615C - Family and Community Health Nursing

The Family and Community Health Nursing course is designed to facilitate the conceptualizing of family, population groups, and community as units of care from diverse cultures, ethnic, and social backgrounds. The student is provided an experiential learning component to assess the health needs of selected families and groups in the community setting with selected health promotion, risk reduction, and disease prevention. The nursing process is used to examine multiple influences impacting life-course experiences of families and communities to enhance functioning.

Credit Hour(s): 5 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 3067C , NUR 3080 , completion of all General Education requirements, and continued compliance with the clinical screening platform.

NUR 4827C - Nursing Leadership and Management

This course focuses on evidence-based principles of nursing leadership, management, collaboration, and coordination in healthcare settings. Students engage in a variety of healthcare clinical scenarios applying principles of leadership and management integral to professional nursing practice through safety-enhanced technology and legal and ethical standards. Students examine concepts and theories for managing practical change, communication, and conflict resolutions with interdisciplinary teams respecting differing values, beliefs, and preferences in decision-making. Students demonstrate effective planning to implement and evaluate process improvement in nursing practice. Students engage in professional and personal reflection demonstrating value to on-going professional and personal development.

Credit Hour(s): 5 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
NUR 3080 - Dimensions of Baccalaureate Nursing Practice , NUR 4165 - Evidence-Based Practice: Incorporating Nursing Research , and NUR 4615C - Family and Community Health Nursing

Corequisite(s):
NUR 4956 - Portfolio

NUR 4956 - Portfolio
NUR ____ - Upper Division Nursing Elective (See Below) 3 Credit Hours
This course will provide students an opportunity to complete and evaluate their electronic professional portfolio to express their professional nursing expertise and proficiency.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):
NUR 3080

Corequisite(s):
NUR 4827C

Total Upper Division Nursing Credits: 30

Total Upper Division Nursing Credits: 30

Upper Division Nursing Electives

NSP 3640 - Nursing Care of Military and Veteran Populations
This course is designed to identify the unique healthcare needs of military and veteran populations in the United States in order to prepare students and practicing nurses to develop competence in designing nursing interventions within civilian and government agencies in which military members and veterans seek healthcare. In accordance with the ANA's pledge (2012) to raise awareness of the unique conditions and needs of military veterans and their families, this course supports the Joining Forces initiative to further nursing training to include specialized topics such as traumatic brain injury, post-traumatic stress disorder, trauma rehabilitation, and understanding the military and veteran's healthcare delivery system.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

NSP 4275 - Introduction to Critical Care Nursing
This course examines the needs of the critically ill client. As part of the human experience, the integrity of the individual and family may be disrupted by a critical illness. During such time, the critical care nurse assists the individual and family to restore life processes to a state of dynamic equilibrium. This course emphasizes the involvement through use of scientific rationale and application of the nursing process in providing care to the individual client and family. Critical care concepts and skills for promoting client and family well-being are stressed.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as Needed) Prerequisite(s):
RN LICENSURE

NUR 3826 - Nursing Ethics
This course provides an in-depth exploration of ethical principles and moral reasoning as the foundation of nursing practice. The ANA Code of Ethics will be used as a framework for examining current issues in healthcare delivery across the age span from reproductive issues to end-of-life care.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

Admission to the BSN program and all enrollment conditions met.

SPN 3036 - Spanish for Health Care Providers

Spanish for Health Care Providers is designed for individuals majoring in nursing or working in health-related areas. The course focuses on vocabulary needed for the healthcare workplace, with grammar taught as a task-based practical skill. Students will learn phrases used to complete health assessments which include conducting interviews, filling out forms, writing reports, and reading and understanding medical articles and brochures. Prevalent disease processes will be discussed as well as cultural practices that affect health care, specifically the health care of Spanish-speaking patients. This course does not fulfill any part of the Florida state language requirements.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

Total Upper Division Nursing Credits: 30

Core Courses

NUR 3067C - Health Assessment

This course is designed to develop the student's knowledge for obtaining and recording a systematic, comprehensive health history, psychosocial assessment, and physical examination of the adult. The course involves the synthesis of nursing, biologic, psychologic, and sociocultural knowledge and theories as they apply to the findings obtained in the comprehensive health assessment of clients of various ages. During the experiential learning component, emphasis will be placed on collection of a database through physical assessment, history taking and interviewing.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Admission to the BSN program, compliance with the clinical screening platform.

NUR 3071 - Writing for Success in Nursing

This course is designed to develop the student's knowledge for writing at the upper division nursing level. The course includes information regarding use of APA format and scholarly writing resources.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):

Admission to the BSN program and all enrollment conditions met.

NUR 3080 - Dimensions of Baccalaureate Nursing Practice

This course will provide Registered Nurses, who are returning to school to earn a Baccalaureate degree, an opportunity to advance professional practice concepts. As designed, the course engages the student intellectually in an ongoing professional dialogue and journey with peers, colleagues, and instructors that serves to broaden the student's professional development and builds on preexisting knowledge and experiences. The course curriculum is written for adult learners with the characteristics of self-direction, prior experience, applicability to practice, and motivation to meet the challenge to expand their knowledge base and to utilize advanced critical thinking skills.

Credit Hour(s): 3 Credit Hours When Offered: (All) Prerequisite(s):

Admission to the BSN program and meets all enrollment conditions.

NUR 3837 - Health Care Issues

This course provides a forum for the exploration and evaluation of concerns germane to contemporary nursing. The focus of this course is on the nursing profession and current major issues and problems that concern it. Social forces influencing changes in the nursing profession are analyzed in terms of historical antecedents and their current manifestations. Recently passed, and pending legislature at both the national and state levels is emphasized.

Credit Hour(s): 3 Credit Hours When Offered: (Spring, Summer) Prerequisite(s):

Current RN licensure. Admission to the BSN program and all enrollment conditions met.

NUR 4125 - Clinical Pathophysiology

This course examines in detail the underlying process involved in the development, evolution, manifestations, and complications of common clinical diseases across the life span, and compares normal and abnormal states. The biological bases for therapeutic clinical actions are examined.

Credit Hour(s): 3 Credit Hours When Offered: (All) Prerequisite(s):

NUR 3067C

NUR 4165 - Evidence-Based Practice: Incorporating Nursing Research

This course is designed to provide students with an introduction to the research process and evidence-based practice. The purpose of the course is to stimulate interest in nursing research, to enable students to understand and judge the usefulness of scientific findings, and to develop an understanding of how clinical proficiency is combined with experimental proof to produce nursing practices based upon evidence. An online teaching method is used with optional workshops available to students.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

STA 2023 .

NUR 4615C - Family and Community Health Nursing

The Family and Community Health Nursing course is designed to facilitate the conceptualizing of family, population groups, and community as units of care from diverse cultures, ethnic, and social backgrounds. The student is provided an experiential learning component to assess the health needs of selected families and groups in the community setting with selected health promotion, risk reduction, and disease prevention. The nursing process is used to examine multiple influences impacting life-course experiences of families and communities to enhance functioning.

Credit Hour(s): 5 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 3067C , NUR 3080 , completion of all General Education requirements, and continued compliance with the clinical screening platform.

NUR 4827C - Nursing Leadership and Management

This course focuses on evidence-based principles of nursing leadership, management, collaboration, and coordination in healthcare settings. Students engage in a variety of healthcare clinical scenarios applying principles of leadership and management integral to professional nursing practice through safety-enhanced technology and legal and ethical standards. Students examine concepts and theories for managing practical change, communication, and conflict resolutions with interdisciplinary teams respecting differing values, beliefs, and preferences in decision-making. Students demonstrate effective planning to implement and evaluate process improvement in nursing practice. Students engage in professional and personal reflection demonstrating value to on-going professional and personal development.

Credit Hour(s): 5 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 3080 - Dimensions of Baccalaureate Nursing Practice , NUR 4165 - Evidence-Based Practice: Incorporating Nursing Research , and NUR 4615C - Family and Community Health Nursing

Corequisite(s):

NUR 4956 - Portfolio

NUR 4956 - Portfolio

NUR ____ - Upper Division Nursing Elective (See Below) 3 Credit Hours

This course will provide students an opportunity to complete and evaluate their electronic professional portfolio to express their professional nursing expertise and proficiency.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):

NUR 3080

Corequisite(s):

NUR 4827C

Total Upper Division Nursing Credits: 30

Total Upper Division Nursing Credits: 30

Upper Division Nursing Electives

NSP 3640 - Nursing Care of Military and Veteran Populations

This course is designed to identify the unique healthcare needs of military and veteran populations in the United States in order to prepare students and practicing nurses to develop competence in designing nursing interventions within civilian and government

agencies in which military members and veterans seek healthcare. In accordance with the ANA's pledge (2012) to raise awareness of the unique conditions and needs of military veterans and their families, this course supports the Joining Forces initiative to further nursing training to include specialized topics such as traumatic brain injury, post-traumatic stress disorder, trauma rehabilitation, and understanding the military and veteran's healthcare delivery system.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

NSP 4275 - Introduction to Critical Care Nursing

This course examines the needs of the critically ill client. As part of the human experience, the integrity of the individual and family may be disrupted by a critical illness. During such time, the critical care nurse assists the individual and family to restore life processes to a state of dynamic equilibrium. This course emphasizes the involvement through use of scientific rationale and application of the nursing process in providing care to the individual client and family. Critical care concepts and skills for promoting client and family well-being are stressed.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as Needed) Prerequisite(s):
RN LICENSURE

NUR 3826 - Nursing Ethics

This course provides an in-depth exploration of ethical principles and moral reasoning as the foundation of nursing practice. The ANA Code of Ethics will be used as a framework for examining current issues in healthcare delivery across the age span from reproductive issues to end-of-life care.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
Admission to the BSN program and all enrollment conditions met.

SPN 3036 - Spanish for Health Care Providers

Spanish for Health Care Providers is designed for individuals majoring in nursing or working in health-related areas. The course focuses on vocabulary needed for the healthcare workplace, with grammar taught as a task-based practical skill. Students will learn phrases used to complete health assessments which include conducting interviews, filling out forms, writing reports, and reading and understanding medical articles and brochures. Prevalent disease processes will be discussed as well as cultural practices that affect health care, specifically the health care of Spanish-speaking patients. This course does not fulfill any part of the Florida state language requirements.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

Total Upper Division Nursing Credits: 30

Articulation Credits

Total Articulation Credits: 14

Total Articulation Credits: 14

Total Articulation Credits: 14

Articulation Credits

Total Articulation Credits: 14

Total Articulation Credits: 14

Total Articulation Credits: 14

Total Upper Division Credits: 44

Articulation Credits

Total Articulation Credits: 14

Total Articulation Credits: 14

Total Articulation Credits: 14

Total Program Credits Required: 120

Lower Division Courses

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

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Ω Courses listed with this symbol have a Civic Literacy Competency.

Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours

This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

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Ω Courses listed with this symbol have a Civic Literacy Competency.

Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours

This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):
completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology
An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development
A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition
The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health
____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours
This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

Foreign Language

Total Foreign Language Credits: 8

Total Foreign Language Credits: 8

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

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¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

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¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.
Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours
This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special

emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

Lower Division Nursing and Other Courses

Total Lower Division Nursing and Other Courses: 10-44

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

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¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

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¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Ω Courses listed with this symbol have a Civic Literacy Competency.

Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours

This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):
completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology
An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development
A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition
The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health
____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours
This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

Total Lower Division Credits: 76

General Education Course Requirements

AMH 2020 - American History II
American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government

organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

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¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American

federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

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Ω Courses listed with this symbol have a Civic Literacy Competency.
Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours
This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

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SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

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Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful

completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

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ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦
Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

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Ω Courses listed with this symbol have a Civic Literacy Competency.
Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours
This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

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SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

Foreign Language

Total Foreign Language Credits: 8

Total Foreign Language Credits: 8

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

Lower Division Nursing and Other Courses

Total Lower Division Nursing and Other Courses: 10-44

Total Lower Division Credits: 76

Suggested Two Year Academic Plan

Lower Division Courses

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

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¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

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ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

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Ω Courses listed with this symbol have a Civic Literacy Competency.

Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours

This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

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SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families,

government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

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Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

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Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

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Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

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Take one of the two following courses

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Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

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Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

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____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours

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Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

Foreign Language

Total Foreign Language Credits: 8

Total Foreign Language Credits: 8

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

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Ω Courses listed with this symbol have a Civic Literacy Competency.
Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours
This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours
This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

Lower Division Nursing and Other Courses

Total Lower Division Nursing and Other Courses: 10-44

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C"

when used for General Education credit.

ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

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¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Ω Courses listed with this symbol have a Civic Literacy Competency.

Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours

This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development
A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition
The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health
____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours
This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

Total Lower Division Credits: 76

General Education Course Requirements

AMH 2020 - American History II
American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):
a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

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¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

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Ω Courses listed with this symbol have a Civic Literacy Competency.

Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours

This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

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Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

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ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

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Ω Courses listed with this symbol have a Civic Literacy Competency.

Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours

This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

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SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

Foreign Language

Total Foreign Language Credits: 8

Total Foreign Language Credits: 8

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

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MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

Lower Division Nursing and Other Courses

Total Lower Division Nursing and Other Courses: 10-44

Total Lower Division Credits: 76

Lower Division Courses

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.
Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours
This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.
Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours
This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours
This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the

agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

Foreign Language

Total Foreign Language Credits: 8

Total Foreign Language Credits: 8

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):
a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours
A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.
Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours

This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology
An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development
A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition
The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health
____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours
This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

Lower Division Nursing and Other Courses

Total Lower Division Nursing and Other Courses: 10-44

General Education Course Requirements

AMH 2020 - American History II
American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

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¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

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¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.
Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours
This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

Total Lower Division Credits: 76

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from

placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

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Ω Courses listed with this symbol have a Civic Literacy Competency.
Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours

This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as

meeting the state Core General Education requirements.

SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

General Education Course Requirements

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

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Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ - General Education Physical Science 3-4 Credit Hours

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

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ENC 1102 - English Composition II

___ ____ Core Humanities - 3 Credit Hours ♦

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Take one of the two following courses

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

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¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Ω Courses listed with this symbol have a Civic Literacy Competency.
Take one of the two following courses:

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
___ ____ General Education or Core Humanities 3 Credit Hours

STA 2023 - Statistics

____ ____ - General Education or Core Mathematics 3 Credit Hours
This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

Foreign Language

Total Foreign Language Credits: 8

Total Foreign Language Credits: 8

B.S.N. Common Prerequisite Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as

well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

____ ____ CHM, BSC, BCH, PCB, PHY Course (CHM, PHY may be used for GE) 3 Credit Hours

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Total Common Prerequisite Courses: 13

Lower Division Nursing and Other Courses

Total Lower Division Nursing and Other Courses: 10-44

Total Lower Division Credits: 76

Management and Supervision - Health Care Management (B.A.S.)

State CIP Code 1105202991

*This program is available fully online

See the BAS Management and Supervision Flowchart .

Upper Division Requirements*

Core Requirements

ACG 3083 - Accounting: Concepts and Practice

This course explores the preparation and use of accounting information. Topics include mathematical procedures related to business decisions; terms and processes associated with the accounting cycle; financial statements for the sole-proprietorship, partnership and corporation; and foundations of managerial accounting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and ACG 2001 and MAC 2233 are recommended. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 3320 - Law and Business

An introduction to the legal setting in which modern business operates; emphasis is on public and regulatory law, basic contract law, the processes of administrative, statutory and common law and interstate commerce issues; includes an overview of the UCC and intellectual property. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

FIN 4402 - Financial and Economic Management

This course addresses the application of contemporary theory and practice in business resource allocation. Topics include: capital budgeting, equity and capital financing, capital management, analysis of financial statements, pricing theory, management of

working capital and other topics relevant to the acquisition, financing and management of business assets and business decision making. Both the economic and financial perspectives will be presented. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing and ACG 3083 are required. ECO 2013 , STA 2023 , and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3213 - Business and Administrative Communication

A comprehensive course in effective and efficient communications in the business world; includes preparation of reports, proposals and presentations, technical writing skills, composition of standard business documents including persuasive messages, sales letters, customer service correspondence, instructional memoranda, and policy and procedure development. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and ENC 1101 or departmental permission are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3434 - Ethics for Business Leaders

This course uses a case study approach to focus on the significant ethical and legal issues facing today's business leaders. The theoretical and philosophical background will be presented along with real-life examples of ethics in the workplace. Cases and readings will be used to develop both analysis and application skills in the following areas: corporate and personal decision making, organizational culture and reputation, social responsibility and social reporting, customer relations, employee relations, financial reporting, technology, privacy/confidentiality and communications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3052 - Management Philosophy and Practice

A comprehensive study of contrasting philosophies of management, current theories of leadership, management and supervision, as well as current trends and issues for business managers; focuses on applications and cases for development of competencies across all business functions and units; emphasis is placed on the cross-functional aspects of management, as well as the manager's need for a general business perspective. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and knowledge of basic computer and keyboarding skills are strongly recommended.

QMB 3250 - Quantitative Methods for Business Decisions

An examination of the quantitative methods, statistical concepts, and procedures used in business and finance including methods of maximization and minimization objective functions, the analysis and use of statistic methods for planning, decision making, and forecasting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Requirements: 21

Total Core Requirements: 21

Required Courses for the Emphasis in Healthcare Management

GEB 4941 - Internship: Business

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired in the program of study. The student will work with a qualified work site supervisor on approved projects related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a

unique set of objectives and assessments.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

upper division standing and permission of the instructor are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4720 - Strategic Planning and Management

This course addresses the integration of organizational functions to achieve competitive advantage and organizational harmony through strategy formulation, implementation and evaluation. Activities include case studies and a strategic planning simulation. Topics include change theory, decision-making, planning models, and strategic planning processes as applied in a variety of business settings, units, and functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

HSA 3110 - Health Care Organization and Management

This course focuses on the structure and management of health care organizations, and the fundamental issues facing the U.S. health care system. Key topics include health status, the organization of health services, manpower, public health, financing, facilities, utilization, quality, regulation, and national health policy. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring, Summer) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

HSA 3111 - Introduction to Health Care Management

This course studies the administration, organization and delivery of health care in the United States. Topics to be examined include health care leadership, management, strategy, performance improvement, information technology, insurance, financial and human resources management, as well as ethical and legal concepts. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

HSA 3113 - Contemporary Issues in Health Care

This course is designed to introduce students to a range of issues related to health and health care in the United States. Course content will give students the opportunity to explore differing perspectives as they develop a deeper understanding of the issues and enhance their research and communication skills. The course will enable students to analyze and evaluate evidence regarding controversial issues. Students will develop and practice skills in formulating and writing well-informed, well-articulated arguments and reflections.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing is required, and knowledge of basic computer and keyboarding skills are strongly recommended.

HSA 4191 - Health Information Systems

This course focuses on the theories, concepts and principles of health information systems and development of critical thinking skills for use in practice/working in health care informatics. Current trends and issues in using, designing, and managing heath care information systems will be examined. Students, applying evidence-based knowledge, will analyze the design and implementation of health care information systems. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

HSA 4922 - Capstone: Health Care Management

This course integrates the information, skills, and abilities provided throughout the Health Administration Program in a capstone project. Students complete a project that demonstrates excellence by applying the knowledge gained from the core courses and materials studied throughout the program. Successful completion of the course requires demonstration of the achievement of program objectives and learning outcomes. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

HSA 3110 , HSA 3111 , HSA 4191 , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Emphasis Requirements: 21

Total Emphasis Requirements: 21

Total Emphasis Requirements: 21

Technical Electives*

ACG
BUL
GEB
HSA
ISM

MAC 2233 - Business Calculus

MAN
MAR
PAD

This is a calculus course covering limits, continuity, differentiation, and integration with emphasis on business applications. There is some mathematical theory; but, in general, topics are approached from an intuitive and applied point of view. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of MAC 1140 with a grade of "C" or better; or completion of MAC 1105 with a grade of "C" or better, and a "C" or better in another Gordon Rule Mathematics course; or appropriate placement score.

Total Technical Electives Course Requirements: 18

Total Technical Electives Course Requirements: 18

Total Technical Electives Course Requirements: 18

Total Upper Division Credits Required*: 60

Technical Electives*

ACG
BUL
GEB
HSA
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This is a calculus course covering limits, continuity, differentiation, and integration with emphasis on business applications. There is some mathematical theory; but, in general, topics are approached from an intuitive and applied point of view. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet

Gordon Rule requirements for general education.

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Completion of MAC 1140 with a grade of "C" or better; or completion of MAC 1105 with a grade of "C" or better, and a "C" or better in another Gordon Rule Mathematics course; or appropriate placement score.

Total Technical Electives Course Requirements: 18

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Technical Electives*

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Total Technical Electives Course Requirements: 18

Total Technical Electives Course Requirements: 18

Total Technical Electives Course Requirements: 18

Total Upper Division Credits Required*: 60

Technical Electives*

ACG
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Total Technical Electives Course Requirements: 18

Total Technical Electives Course Requirements: 18

Total Technical Electives Course Requirements: 18

Total Upper Division Credits Required*: 60

Suggested Two Year Academic Plan

Management and Supervision - Human Resources Management (B.A.S.)

State CIP Code 1105202991

*This program is available fully online

See the BAS Management and Supervision Flowchart .

Upper Division Requirements*

Core Requirements

ACG 3083 - Accounting: Concepts and Practice

This course explores the preparation and use of accounting information. Topics include mathematical procedures related to business decisions; terms and processes associated with the accounting cycle; financial statements for the sole-proprietorship, partnership and corporation; and foundations of managerial accounting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and ACG 2001 and MAC 2233 are recommended. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 3320 - Law and Business

An introduction to the legal setting in which modern business operates; emphasis is on public and regulatory law, basic contract law, the processes of administrative, statutory and common law and interstate commerce issues; includes an overview of the UCC

and intellectual property. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

FIN 4402 - Financial and Economic Management

This course addresses the application of contemporary theory and practice in business resource allocation. Topics include: capital budgeting, equity and capital financing, capital management, analysis of financial statements, pricing theory, management of working capital and other topics relevant to the acquisition, financing and management of business assets and business decision making. Both the economic and financial perspectives will be presented. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing and ACG 3083 are required. ECO 2013 , STA 2023 , and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3213 - Business and Administrative Communication

A comprehensive course in effective and efficient communications in the business world; includes preparation of reports, proposals and presentations, technical writing skills, composition of standard business documents including persuasive messages, sales letters, customer service correspondence, instructional memoranda, and policy and procedure development. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and ENC 1101 or departmental permission are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3434 - Ethics for Business Leaders

This course uses a case study approach to focus on the significant ethical and legal issues facing today's business leaders. The theoretical and philosophical background will be presented along with real-life examples of ethics in the workplace. Cases and readings will be used to develop both analysis and application skills in the following areas: corporate and personal decision making, organizational culture and reputation, social responsibility and social reporting, customer relations, employee relations, financial reporting, technology, privacy/confidentiality and communications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3052 - Management Philosophy and Practice

A comprehensive study of contrasting philosophies of management, current theories of leadership, management and supervision, as well as current trends and issues for business managers; focuses on applications and cases for development of competencies across all business functions and units; emphasis is placed on the cross-functional aspects of management, as well as the manager's need for a general business perspective. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and knowledge of basic computer and keyboarding skills are strongly recommended.

QMB 3250 - Quantitative Methods for Business Decisions

An examination of the quantitative methods, statistical concepts, and procedures used in business and finance including methods of maximization and minimization objective functions, the analysis and use of statistic methods for planning, decision making, and forecasting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Requirements: 21

Total Core Requirements: 21

Total Core Requirements: 21

Required Courses for the Emphasis in Human Resources Management

MAN 3120 - Leadership and Group Dynamics

An applied leadership course with a focus on case studies, projects and group interaction; includes theoretical background on group dynamics, small group behavior and motivation, power, types of groups, verbal and non-verbal communication skills and team-building. Emphasis will be placed on sociological and psychological dimensions of inter-group relations, including analysis and problem-solving through simulations, cases and similar activities which reflect a general business perspective, as well as leadership and group dynamics across a variety of business units/functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and MAN 3052 , and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3310 - Issues in Human Resource Management

Introduces the full range of human resource management functional areas, including recruiting and hiring staff, performance evaluations, employment regulations, discipline and termination, downsizing, compensation and benefits, job analysis, the organized labor setting, equity/diversity issues, and policy design. Approach will focus on current issues and applications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3320 - Employee Staffing and Benefits

An intermediate level course in employment staffing issues focusing on staffing patterns, organizational structures, job analysis and design, staffing efficiencies, employee assistance programs, staff projection models, and employee services. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and MAN 3310 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3350 - Training and Development

Covers various staff training and development models, effective workshop techniques, designing and implementing company-wide training and development programs. Assessment of training needs, training and development as a benefit and setting development goals; students will design and conduct at least one workshop/training session for fellow students. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and GEB 3213 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4401 - Labor Relations

This course explores the impact of employee organizations on labor relations, current problems, conflicts, and trends and includes the development of managerial approaches to achieve labor management cooperation.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

MAN 4162 - Customer Relations for Managers

This course focuses on relationship building for all customers of an organization. The impact of culture and diversity on business relationships, successful negotiation strategies, and promotion of the organization through media relations are discussed. Emphasis is placed on the manager's role in improving customer relationships by creating a customer-focused, organizational climate.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

HUS 4950 - Capstone: Human Resources Management

This capstone will build upon and integrate the primary human resource management skills introduced in prior emphasis courses. Students will have the opportunity to work on a hands-on project to demonstrate, apply, and develop their knowledge in the field of human resources.

This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

MAN 3310 , MAN 3320 , MAN 3350 , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Emphasis Requirements: 21

Total Emphasis Requirements: 21

Technical Electives*

ACG
BUL
GEB
HSA
ISM

MAC 2233 - Business Calculus

MAN
MAR
PAD

This is a calculus course covering limits, continuity, differentiation, and integration with emphasis on business applications. There is some mathematical theory; but, in general, topics are approached from an intuitive and applied point of view. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of MAC 1140 with a grade of "C" or better; or completion of MAC 1105 with a grade of "C" or better, and a "C" or better in another Gordon Rule Mathematics course; or appropriate placement score.

Total Technical Elective Course Requirements: 18

Total Technical Elective Course Requirements: 18

Total Technical Elective Course Requirements: 18

Technical Electives*

ACG
BUL
GEB
HSA
ISM

MAC 2233 - Business Calculus

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This is a calculus course covering limits, continuity, differentiation, and integration with emphasis on business applications. There is some mathematical theory; but, in general, topics are approached from an intuitive and applied point of view. Non-symbolic

graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of MAC 1140 with a grade of "C" or better; or completion of MAC 1105 with a grade of "C" or better, and a "C" or better in another Gordon Rule Mathematics course; or appropriate placement score.

Total Technical Elective Course Requirements: 18

Total Technical Elective Course Requirements: 18

Total Technical Elective Course Requirements: 18

Total Upper Division Credits Required*: 60

Technical Electives*

ACG
BUL
GEB
HSA
ISM

MAC 2233 - Business Calculus

MAN
MAR
PAD

This is a calculus course covering limits, continuity, differentiation, and integration with emphasis on business applications. There is some mathematical theory; but, in general, topics are approached from an intuitive and applied point of view. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of MAC 1140 with a grade of "C" or better; or completion of MAC 1105 with a grade of "C" or better, and a "C" or better in another Gordon Rule Mathematics course; or appropriate placement score.

Total Technical Elective Course Requirements: 18

Total Technical Elective Course Requirements: 18

Total Technical Elective Course Requirements: 18

Total Upper Division Credits Required*: 60

Core Requirements

ACG 3083 - Accounting: Concepts and Practice

This course explores the preparation and use of accounting information. Topics include mathematical procedures related to business decisions; terms and processes associated with the accounting cycle; financial statements for the sole-proprietorship, partnership and corporation; and foundations of managerial accounting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and ACG 2001 and MAC 2233 are recommended. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 3320 - Law and Business

An introduction to the legal setting in which modern business operates; emphasis is on public and regulatory law, basic contract law, the processes of administrative, statutory and common law and interstate commerce issues; includes an overview of the UCC and intellectual property. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

FIN 4402 - Financial and Economic Management

This course addresses the application of contemporary theory and practice in business resource allocation. Topics include: capital budgeting, equity and capital financing, capital management, analysis of financial statements, pricing theory, management of working capital and other topics relevant to the acquisition, financing and management of business assets and business decision making. Both the economic and financial perspectives will be presented. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing and ACG 3083 are required. ECO 2013 , STA 2023 , and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3213 - Business and Administrative Communication

A comprehensive course in effective and efficient communications in the business world; includes preparation of reports, proposals and presentations, technical writing skills, composition of standard business documents including persuasive messages, sales letters, customer service correspondence, instructional memoranda, and policy and procedure development. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and ENC 1101 or departmental permission are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3434 - Ethics for Business Leaders

This course uses a case study approach to focus on the significant ethical and legal issues facing today's business leaders. The theoretical and philosophical background will be presented along with real-life examples of ethics in the workplace. Cases and readings will be used to develop both analysis and application skills in the following areas: corporate and personal decision making, organizational culture and reputation, social responsibility and social reporting, customer relations, employee relations, financial reporting, technology, privacy/confidentiality and communications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3052 - Management Philosophy and Practice

A comprehensive study of contrasting philosophies of management, current theories of leadership, management and supervision, as well as current trends and issues for business managers; focuses on applications and cases for development of competencies across all business functions and units; emphasis is placed on the cross-functional aspects of management, as well as the manager's need for a general business perspective. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and knowledge of basic computer and keyboarding skills are strongly recommended.

QMB 3250 - Quantitative Methods for Business Decisions

An examination of the quantitative methods, statistical concepts, and procedures used in business and finance including methods of maximization and minimization objective functions, the analysis and use of statistic methods for planning, decision making, and forecasting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Requirements: 21

Total Core Requirements: 21

Total Core Requirements: 21

Total Upper Division Credits Required*: 60

Core Requirements

ACG 3083 - Accounting: Concepts and Practice

This course explores the preparation and use of accounting information. Topics include mathematical procedures related to business decisions; terms and processes associated with the accounting cycle; financial statements for the sole-proprietorship, partnership and corporation; and foundations of managerial accounting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and ACG 2001 and MAC 2233 are recommended. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 3320 - Law and Business

An introduction to the legal setting in which modern business operates; emphasis is on public and regulatory law, basic contract law, the processes of administrative, statutory and common law and interstate commerce issues; includes an overview of the UCC and intellectual property. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

FIN 4402 - Financial and Economic Management

This course addresses the application of contemporary theory and practice in business resource allocation. Topics include: capital budgeting, equity and capital financing, capital management, analysis of financial statements, pricing theory, management of working capital and other topics relevant to the acquisition, financing and management of business assets and business decision making. Both the economic and financial perspectives will be presented. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing and ACG 3083 are required. ECO 2013 , STA 2023 , and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3213 - Business and Administrative Communication

A comprehensive course in effective and efficient communications in the business world; includes preparation of reports, proposals and presentations, technical writing skills, composition of standard business documents including persuasive messages, sales letters, customer service correspondence, instructional memoranda, and policy and procedure development. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and ENC 1101 or departmental permission are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3434 - Ethics for Business Leaders

This course uses a case study approach to focus on the significant ethical and legal issues facing today's business leaders. The theoretical and philosophical background will be presented along with real-life examples of ethics in the workplace. Cases and readings will be used to develop both analysis and application skills in the following areas: corporate and personal decision making, organizational culture and reputation, social responsibility and social reporting, customer relations, employee relations, financial reporting, technology, privacy/confidentiality and communications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3052 - Management Philosophy and Practice
A comprehensive study of contrasting philosophies of management, current theories of leadership, management and supervision, as well as current trends and issues for business managers; focuses on applications and cases for development of competencies across all business functions and units; emphasis is placed on the cross-functional aspects of management, as well as the manager's need for a general business perspective. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and knowledge of basic computer and keyboarding skills are strongly recommended.

QMB 3250 - Quantitative Methods for Business Decisions
An examination of the quantitative methods, statistical concepts, and procedures used in business and finance including methods of maximization and minimization objective functions, the analysis and use of statistic methods for planning, decision making, and forecasting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Requirements: 21

Total Core Requirements: 21

Total Core Requirements: 21

Required Courses for the Emphasis in Human Resources Management

MAN 3120 - Leadership and Group Dynamics
An applied leadership course with a focus on case studies, projects and group interaction; includes theoretical background on group dynamics, small group behavior and motivation, power, types of groups, verbal and non-verbal communication skills and team-building. Emphasis will be placed on sociological and psychological dimensions of inter-group relations, including analysis and problem-solving through simulations, cases and similar activities which reflect a general business perspective, as well as leadership and group dynamics across a variety of business units/functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and MAN 3052 , and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3310 - Issues in Human Resource Management
Introduces the full range of human resource management functional areas, including recruiting and hiring staff, performance evaluations, employment regulations, discipline and termination, downsizing, compensation and benefits, job analysis, the organized labor setting, equity/diversity issues, and policy design. Approach will focus on current issues and applications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3320 - Employee Staffing and Benefits
An intermediate level course in employment staffing issues focusing on staffing patterns, organizational structures, job analysis and design, staffing efficiencies, employee assistance programs, staff projection models, and employee services. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
Upper division standing and MAN 3310 are required. Knowledge of basic computer and keyboarding skills are strongly

recommended.

MAN 3350 - Training and Development

Covers various staff training and development models, effective workshop techniques, designing and implementing company-wide training and development programs. Assessment of training needs, training and development as a benefit and setting development goals; students will design and conduct at least one workshop/training session for fellow students. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and GEB 3213 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4401 - Labor Relations

This course explores the impact of employee organizations on labor relations, current problems, conflicts, and trends and includes the development of managerial approaches to achieve labor management cooperation.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

MAN 4162 - Customer Relations for Managers

This course focuses on relationship building for all customers of an organization. The impact of culture and diversity on business relationships, successful negotiation strategies, and promotion of the organization through media relations are discussed. Emphasis is placed on the manager's role in improving customer relationships by creating a customer-focused, organizational climate.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

HUS 4950 - Capstone: Human Resources Management

This capstone will build upon and integrate the primary human resource management skills introduced in prior emphasis courses. Students will have the opportunity to work on a hands-on project to demonstrate, apply, and develop their knowledge in the field of human resources.
This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

MAN 3310 , MAN 3320 , MAN 3350 , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Emphasis Requirements: 21

Total Emphasis Requirements: 21

Required Courses for the Emphasis in Human Resources Management

MAN 3120 - Leadership and Group Dynamics

An applied leadership course with a focus on case studies, projects and group interaction; includes theoretical background on group dynamics, small group behavior and motivation, power, types of groups, verbal and non-verbal communication skills and team-building. Emphasis will be placed on sociological and psychological dimensions of inter-group relations, including analysis and problem-solving through simulations, cases and similar activities which reflect a general business perspective, as well as leadership and group dynamics across a variety of business units/functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and MAN 3052 , and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3310 - Issues in Human Resource Management

Introduces the full range of human resource management functional areas, including recruiting and hiring staff, performance evaluations, employment regulations, discipline and termination, downsizing, compensation and benefits, job analysis, the organized labor setting, equity/diversity issues, and policy design. Approach will focus on current issues and applications. This

course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3320 - Employee Staffing and Benefits

An intermediate level course in employment staffing issues focusing on staffing patterns, organizational structures, job analysis and design, staffing efficiencies, employee assistance programs, staff projection models, and employee services. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and MAN 3310 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3350 - Training and Development

Covers various staff training and development models, effective workshop techniques, designing and implementing company-wide training and development programs. Assessment of training needs, training and development as a benefit and setting development goals; students will design and conduct at least one workshop/training session for fellow students. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and GEB 3213 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4401 - Labor Relations

This course explores the impact of employee organizations on labor relations, current problems, conflicts, and trends and includes the development of managerial approaches to achieve labor management cooperation.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

MAN 4162 - Customer Relations for Managers

This course focuses on relationship building for all customers of an organization. The impact of culture and diversity on business relationships, successful negotiation strategies, and promotion of the organization through media relations are discussed. Emphasis is placed on the manager's role in improving customer relationships by creating a customer-focused, organizational climate.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

HUS 4950 - Capstone: Human Resources Management

This capstone will build upon and integrate the primary human resource management skills introduced in prior emphasis courses. Students will have the opportunity to work on a hands-on project to demonstrate, apply, and develop their knowledge in the field of human resources.
This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

MAN 3310 , MAN 3320 , MAN 3350 , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Emphasis Requirements: 21

Total Emphasis Requirements: 21

Upper Division Requirements*

Core Requirements

ACG 3083 - Accounting: Concepts and Practice

This course explores the preparation and use of accounting information. Topics include mathematical procedures related to business decisions; terms and processes associated with the accounting cycle; financial statements for the sole-proprietorship, partnership and corporation; and foundations of managerial accounting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and ACG 2001 and MAC 2233 are recommended. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 3320 - Law and Business

An introduction to the legal setting in which modern business operates; emphasis is on public and regulatory law, basic contract law, the processes of administrative, statutory and common law and interstate commerce issues; includes an overview of the UCC and intellectual property. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

FIN 4402 - Financial and Economic Management

This course addresses the application of contemporary theory and practice in business resource allocation. Topics include: capital budgeting, equity and capital financing, capital management, analysis of financial statements, pricing theory, management of working capital and other topics relevant to the acquisition, financing and management of business assets and business decision making. Both the economic and financial perspectives will be presented. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing and ACG 3083 are required. ECO 2013 , STA 2023 , and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3213 - Business and Administrative Communication

A comprehensive course in effective and efficient communications in the business world; includes preparation of reports, proposals and presentations, technical writing skills, composition of standard business documents including persuasive messages, sales letters, customer service correspondence, instructional memoranda, and policy and procedure development. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and ENC 1101 or departmental permission are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3434 - Ethics for Business Leaders

This course uses a case study approach to focus on the significant ethical and legal issues facing today's business leaders. The theoretical and philosophical background will be presented along with real-life examples of ethics in the workplace. Cases and readings will be used to develop both analysis and application skills in the following areas: corporate and personal decision making, organizational culture and reputation, social responsibility and social reporting, customer relations, employee relations, financial reporting, technology, privacy/confidentiality and communications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3052 - Management Philosophy and Practice

A comprehensive study of contrasting philosophies of management, current theories of leadership, management and supervision, as well as current trends and issues for business managers; focuses on applications and cases for development of competencies across all business functions and units; emphasis is placed on the cross-functional aspects of management, as well as the manager's need for a general business perspective. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and knowledge of basic computer and keyboarding skills are strongly recommended.

QMB 3250 - Quantitative Methods for Business Decisions

An examination of the quantitative methods, statistical concepts, and procedures used in business and finance including methods of maximization and minimization objective functions, the analysis and use of statistic methods for planning, decision making, and forecasting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Requirements: 21

Total Core Requirements: 21

Total Core Requirements: 21

Required Courses for the Emphasis in Human Resources Management

MAN 3120 - Leadership and Group Dynamics

An applied leadership course with a focus on case studies, projects and group interaction; includes theoretical background on group dynamics, small group behavior and motivation, power, types of groups, verbal and non-verbal communication skills and team-building. Emphasis will be placed on sociological and psychological dimensions of inter-group relations, including analysis and problem-solving through simulations, cases and similar activities which reflect a general business perspective, as well as leadership and group dynamics across a variety of business units/functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and MAN 3052 , and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3310 - Issues in Human Resource Management

Introduces the full range of human resource management functional areas, including recruiting and hiring staff, performance evaluations, employment regulations, discipline and termination, downsizing, compensation and benefits, job analysis, the organized labor setting, equity/diversity issues, and policy design. Approach will focus on current issues and applications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3320 - Employee Staffing and Benefits

An intermediate level course in employment staffing issues focusing on staffing patterns, organizational structures, job analysis and design, staffing efficiencies, employee assistance programs, staff projection models, and employee services. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and MAN 3310 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3350 - Training and Development

Covers various staff training and development models, effective workshop techniques, designing and implementing company-wide training and development programs. Assessment of training needs, training and development as a benefit and setting development goals; students will design and conduct at least one workshop/training session for fellow students. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and GEB 3213 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4401 - Labor Relations

This course explores the impact of employee organizations on labor relations, current problems, conflicts, and trends and includes the development of managerial approaches to achieve labor management cooperation.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

MAN 4162 - Customer Relations for Managers

This course focuses on relationship building for all customers of an organization. The impact of culture and diversity on business relationships, successful negotiation strategies, and promotion of the organization through media relations are discussed.

Emphasis is placed on the manager's role in improving customer relationships by creating a customer-focused, organizational climate.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

HUS 4950 - Capstone: Human Resources Management

This capstone will build upon and integrate the primary human resource management skills introduced in prior emphasis courses. Students will have the opportunity to work on a hands-on project to demonstrate, apply, and develop their knowledge in the field of human resources.
This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

MAN 3310 , MAN 3320 , MAN 3350 , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Emphasis Requirements: 21

Total Emphasis Requirements: 21

Technical Electives*

ACG
BUL
GEB
HSA
ISM

MAC 2233 - Business Calculus

MAN
MAR
PAD

This is a calculus course covering limits, continuity, differentiation, and integration with emphasis on business applications. There is some mathematical theory; but, in general, topics are approached from an intuitive and applied point of view. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of MAC 1140 with a grade of "C" or better; or completion of MAC 1105 with a grade of "C" or better, and a "C" or better in another Gordon Rule Mathematics course; or appropriate placement score.

Total Technical Elective Course Requirements: 18

Total Technical Elective Course Requirements: 18

Total Technical Elective Course Requirements: 18

Technical Electives*

ACG

BUL
GEB
HSA
ISM

MAC 2233 - Business Calculus

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This is a calculus course covering limits, continuity, differentiation, and integration with emphasis on business applications. There is some mathematical theory; but, in general, topics are approached from an intuitive and applied point of view. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of MAC 1140 with a grade of "C" or better; or completion of MAC 1105 with a grade of "C" or better, and a "C" or better in another Gordon Rule Mathematics course; or appropriate placement score.

Total Technical Elective Course Requirements: 18

Total Technical Elective Course Requirements: 18

Total Technical Elective Course Requirements: 18

Total Upper Division Credits Required*: 60

Technical Electives*

ACG
BUL
GEB
HSA
ISM

MAC 2233 - Business Calculus

MAN
MAR
PAD

This is a calculus course covering limits, continuity, differentiation, and integration with emphasis on business applications. There is some mathematical theory; but, in general, topics are approached from an intuitive and applied point of view. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of MAC 1140 with a grade of "C" or better; or completion of MAC 1105 with a grade of "C" or better, and a "C" or better in another Gordon Rule Mathematics course; or appropriate placement score.

Total Technical Elective Course Requirements: 18

Total Technical Elective Course Requirements: 18

Total Technical Elective Course Requirements: 18

Total Upper Division Credits Required*: 60

Core Requirements

ACG 3083 - Accounting: Concepts and Practice

This course explores the preparation and use of accounting information. Topics include mathematical procedures related to business decisions; terms and processes associated with the accounting cycle; financial statements for the sole-proprietorship, partnership and corporation; and foundations of managerial accounting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and ACG 2001 and MAC 2233 are recommended. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 3320 - Law and Business

An introduction to the legal setting in which modern business operates; emphasis is on public and regulatory law, basic contract law, the processes of administrative, statutory and common law and interstate commerce issues; includes an overview of the UCC and intellectual property. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

FIN 4402 - Financial and Economic Management

This course addresses the application of contemporary theory and practice in business resource allocation. Topics include: capital budgeting, equity and capital financing, capital management, analysis of financial statements, pricing theory, management of working capital and other topics relevant to the acquisition, financing and management of business assets and business decision making. Both the economic and financial perspectives will be presented. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing and ACG 3083 are required. ECO 2013 , STA 2023 , and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3213 - Business and Administrative Communication

A comprehensive course in effective and efficient communications in the business world; includes preparation of reports, proposals and presentations, technical writing skills, composition of standard business documents including persuasive messages, sales letters, customer service correspondence, instructional memoranda, and policy and procedure development. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and ENC 1101 or departmental permission are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3434 - Ethics for Business Leaders

This course uses a case study approach to focus on the significant ethical and legal issues facing today's business leaders. The theoretical and philosophical background will be presented along with real-life examples of ethics in the workplace. Cases and readings will be used to develop both analysis and application skills in the following areas: corporate and personal decision making, organizational culture and reputation, social responsibility and social reporting, customer relations, employee relations, financial reporting, technology, privacy/confidentiality and communications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3052 - Management Philosophy and Practice

A comprehensive study of contrasting philosophies of management, current theories of leadership, management and supervision, as well as current trends and issues for business managers; focuses on applications and cases for development of competencies across all business functions and units; emphasis is placed on the cross-functional aspects of management, as well as the

manager's need for a general business perspective. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and knowledge of basic computer and keyboarding skills are strongly recommended.

QMB 3250 - Quantitative Methods for Business Decisions

An examination of the quantitative methods, statistical concepts, and procedures used in business and finance including methods of maximization and minimization objective functions, the analysis and use of statistic methods for planning, decision making, and forecasting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Requirements: 21

Total Core Requirements: 21

Total Core Requirements: 21

Total Upper Division Credits Required*: 60

Core Requirements

ACG 3083 - Accounting: Concepts and Practice

This course explores the preparation and use of accounting information. Topics include mathematical procedures related to business decisions; terms and processes associated with the accounting cycle; financial statements for the sole-proprietorship, partnership and corporation; and foundations of managerial accounting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and ACG 2001 and MAC 2233 are recommended. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 3320 - Law and Business

An introduction to the legal setting in which modern business operates; emphasis is on public and regulatory law, basic contract law, the processes of administrative, statutory and common law and interstate commerce issues; includes an overview of the UCC and intellectual property. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

FIN 4402 - Financial and Economic Management

This course addresses the application of contemporary theory and practice in business resource allocation. Topics include: capital budgeting, equity and capital financing, capital management, analysis of financial statements, pricing theory, management of working capital and other topics relevant to the acquisition, financing and management of business assets and business decision making. Both the economic and financial perspectives will be presented. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing and ACG 3083 are required. ECO 2013 , STA 2023 , and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3213 - Business and Administrative Communication

A comprehensive course in effective and efficient communications in the business world; includes preparation of reports, proposals and presentations, technical writing skills, composition of standard business documents including persuasive messages, sales letters, customer service correspondence, instructional memoranda, and policy and procedure development. This course requires a

minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and ENC 1101 or departmental permission are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3434 - Ethics for Business Leaders

This course uses a case study approach to focus on the significant ethical and legal issues facing today's business leaders. The theoretical and philosophical background will be presented along with real-life examples of ethics in the workplace. Cases and readings will be used to develop both analysis and application skills in the following areas: corporate and personal decision making, organizational culture and reputation, social responsibility and social reporting, customer relations, employee relations, financial reporting, technology, privacy/confidentiality and communications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3052 - Management Philosophy and Practice

A comprehensive study of contrasting philosophies of management, current theories of leadership, management and supervision, as well as current trends and issues for business managers; focuses on applications and cases for development of competencies across all business functions and units; emphasis is placed on the cross-functional aspects of management, as well as the manager's need for a general business perspective. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and knowledge of basic computer and keyboarding skills are strongly recommended.

QMB 3250 - Quantitative Methods for Business Decisions

An examination of the quantitative methods, statistical concepts, and procedures used in business and finance including methods of maximization and minimization objective functions, the analysis and use of statistic methods for planning, decision making, and forecasting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Requirements: 21

Total Core Requirements: 21

Total Core Requirements: 21

Required Courses for the Emphasis in Human Resources Management

MAN 3120 - Leadership and Group Dynamics

An applied leadership course with a focus on case studies, projects and group interaction; includes theoretical background on group dynamics, small group behavior and motivation, power, types of groups, verbal and non-verbal communication skills and team-building. Emphasis will be placed on sociological and psychological dimensions of inter-group relations, including analysis and problem-solving through simulations, cases and similar activities which reflect a general business perspective, as well as leadership and group dynamics across a variety of business units/functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and MAN 3052 , and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3310 - Issues in Human Resource Management

Introduces the full range of human resource management functional areas, including recruiting and hiring staff, performance evaluations, employment regulations, discipline and termination, downsizing, compensation and benefits, job analysis, the organized labor setting, equity/diversity issues, and policy design. Approach will focus on current issues and applications. This

course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3320 - Employee Staffing and Benefits

An intermediate level course in employment staffing issues focusing on staffing patterns, organizational structures, job analysis and design, staffing efficiencies, employee assistance programs, staff projection models, and employee services. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and MAN 3310 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3350 - Training and Development

Covers various staff training and development models, effective workshop techniques, designing and implementing company-wide training and development programs. Assessment of training needs, training and development as a benefit and setting development goals; students will design and conduct at least one workshop/training session for fellow students. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and GEB 3213 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4401 - Labor Relations

This course explores the impact of employee organizations on labor relations, current problems, conflicts, and trends and includes the development of managerial approaches to achieve labor management cooperation.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

MAN 4162 - Customer Relations for Managers

This course focuses on relationship building for all customers of an organization. The impact of culture and diversity on business relationships, successful negotiation strategies, and promotion of the organization through media relations are discussed. Emphasis is placed on the manager's role in improving customer relationships by creating a customer-focused, organizational climate.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

HUS 4950 - Capstone: Human Resources Management

This capstone will build upon and integrate the primary human resource management skills introduced in prior emphasis courses. Students will have the opportunity to work on a hands-on project to demonstrate, apply, and develop their knowledge in the field of human resources.
This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

MAN 3310 , MAN 3320 , MAN 3350 , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Emphasis Requirements: 21

Total Emphasis Requirements: 21

Required Courses for the Emphasis in Human Resources Management

MAN 3120 - Leadership and Group Dynamics

An applied leadership course with a focus on case studies, projects and group interaction; includes theoretical background on group dynamics, small group behavior and motivation, power, types of groups, verbal and non-verbal communication skills and

team-building. Emphasis will be placed on sociological and psychological dimensions of inter-group relations, including analysis and problem-solving through simulations, cases and similar activities which reflect a general business perspective, as well as leadership and group dynamics across a variety of business units/functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and MAN 3052 , and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3310 - Issues in Human Resource Management

Introduces the full range of human resource management functional areas, including recruiting and hiring staff, performance evaluations, employment regulations, discipline and termination, downsizing, compensation and benefits, job analysis, the organized labor setting, equity/diversity issues, and policy design. Approach will focus on current issues and applications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3320 - Employee Staffing and Benefits

An intermediate level course in employment staffing issues focusing on staffing patterns, organizational structures, job analysis and design, staffing efficiencies, employee assistance programs, staff projection models, and employee services. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and MAN 3310 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3350 - Training and Development

Covers various staff training and development models, effective workshop techniques, designing and implementing company-wide training and development programs. Assessment of training needs, training and development as a benefit and setting development goals; students will design and conduct at least one workshop/training session for fellow students. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and GEB 3213 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4401 - Labor Relations

This course explores the impact of employee organizations on labor relations, current problems, conflicts, and trends and includes the development of managerial approaches to achieve labor management cooperation.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

MAN 4162 - Customer Relations for Managers

This course focuses on relationship building for all customers of an organization. The impact of culture and diversity on business relationships, successful negotiation strategies, and promotion of the organization through media relations are discussed. Emphasis is placed on the manager's role in improving customer relationships by creating a customer-focused, organizational climate.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

HUS 4950 - Capstone: Human Resources Management

This capstone will build upon and integrate the primary human resource management skills introduced in prior emphasis courses. Students will have the opportunity to work on a hands-on project to demonstrate, apply, and develop their knowledge in the field of human resources.
This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

MAN 3310 , MAN 3320 , MAN 3350 , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Emphasis Requirements: 21

Total Emphasis Requirements: 21

Upper Division Requirements*

Core Requirements

ACG 3083 - Accounting: Concepts and Practice

This course explores the preparation and use of accounting information. Topics include mathematical procedures related to business decisions; terms and processes associated with the accounting cycle; financial statements for the sole-proprietorship, partnership and corporation; and foundations of managerial accounting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and ACG 2001 and MAC 2233 are recommended. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 3320 - Law and Business

An introduction to the legal setting in which modern business operates; emphasis is on public and regulatory law, basic contract law, the processes of administrative, statutory and common law and interstate commerce issues; includes an overview of the UCC and intellectual property. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

FIN 4402 - Financial and Economic Management

This course addresses the application of contemporary theory and practice in business resource allocation. Topics include: capital budgeting, equity and capital financing, capital management, analysis of financial statements, pricing theory, management of working capital and other topics relevant to the acquisition, financing and management of business assets and business decision making. Both the economic and financial perspectives will be presented. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing and ACG 3083 are required. ECO 2013 , STA 2023 , and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3213 - Business and Administrative Communication

A comprehensive course in effective and efficient communications in the business world; includes preparation of reports, proposals and presentations, technical writing skills, composition of standard business documents including persuasive messages, sales letters, customer service correspondence, instructional memoranda, and policy and procedure development. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and ENC 1101 or departmental permission are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3434 - Ethics for Business Leaders

This course uses a case study approach to focus on the significant ethical and legal issues facing today's business leaders. The theoretical and philosophical background will be presented along with real-life examples of ethics in the workplace. Cases and readings will be used to develop both analysis and application skills in the following areas: corporate and personal decision making, organizational culture and reputation, social responsibility and social reporting, customer relations, employee relations, financial reporting, technology, privacy/confidentiality and communications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3052 - Management Philosophy and Practice

A comprehensive study of contrasting philosophies of management, current theories of leadership, management and supervision, as well as current trends and issues for business managers; focuses on applications and cases for development of competencies across all business functions and units; emphasis is placed on the cross-functional aspects of management, as well as the

manager's need for a general business perspective. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and knowledge of basic computer and keyboarding skills are strongly recommended.

QMB 3250 - Quantitative Methods for Business Decisions

An examination of the quantitative methods, statistical concepts, and procedures used in business and finance including methods of maximization and minimization objective functions, the analysis and use of statistic methods for planning, decision making, and forecasting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Requirements: 21

Total Core Requirements: 21

Total Core Requirements: 21

Required Courses for the Emphasis in Human Resources Management

MAN 3120 - Leadership and Group Dynamics

An applied leadership course with a focus on case studies, projects and group interaction; includes theoretical background on group dynamics, small group behavior and motivation, power, types of groups, verbal and non-verbal communication skills and team-building. Emphasis will be placed on sociological and psychological dimensions of inter-group relations, including analysis and problem-solving through simulations, cases and similar activities which reflect a general business perspective, as well as leadership and group dynamics across a variety of business units/functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and MAN 3052 , and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3310 - Issues in Human Resource Management

Introduces the full range of human resource management functional areas, including recruiting and hiring staff, performance evaluations, employment regulations, discipline and termination, downsizing, compensation and benefits, job analysis, the organized labor setting, equity/diversity issues, and policy design. Approach will focus on current issues and applications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3320 - Employee Staffing and Benefits

An intermediate level course in employment staffing issues focusing on staffing patterns, organizational structures, job analysis and design, staffing efficiencies, employee assistance programs, staff projection models, and employee services. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and MAN 3310 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3350 - Training and Development

Covers various staff training and development models, effective workshop techniques, designing and implementing company-wide training and development programs. Assessment of training needs, training and development as a benefit and setting development goals; students will design and conduct at least one workshop/training session for fellow students. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Upper division standing and GEB 3213 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4401 - Labor Relations
This course explores the impact of employee organizations on labor relations, current problems, conflicts, and trends and includes the development of managerial approaches to achieve labor management cooperation.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

MAN 4162 - Customer Relations for Managers
This course focuses on relationship building for all customers of an organization. The impact of culture and diversity on business relationships, successful negotiation strategies, and promotion of the organization through media relations are discussed. Emphasis is placed on the manager's role in improving customer relationships by creating a customer-focused, organizational climate.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

HUS 4950 - Capstone: Human Resources Management

This capstone will build upon and integrate the primary human resource management skills introduced in prior emphasis courses. Students will have the opportunity to work on a hands-on project to demonstrate, apply, and develop their knowledge in the field of human resources.
This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
MAN 3310 , MAN 3320 , MAN 3350 , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Emphasis Requirements: 21

Total Emphasis Requirements: 21

Technical Electives*

ACG
BUL
GEB
HSA
ISM

MAC 2233 - Business Calculus
MAN
MAR
PAD
This is a calculus course covering limits, continuity, differentiation, and integration with emphasis on business applications. There is some mathematical theory; but, in general, topics are approached from an intuitive and applied point of view. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
Completion of MAC 1140 with a grade of "C" or better; or completion of MAC 1105 with a grade of "C" or better, and a "C" or better in another Gordon Rule Mathematics course; or appropriate placement score.

Total Technical Elective Course Requirements: 18

Total Technical Elective Course Requirements: 18

Total Technical Elective Course Requirements: 18

Technical Electives*

ACG
BUL
GEB
HSA
ISM

MAC 2233 - Business Calculus

MAN
MAR
PAD

This is a calculus course covering limits, continuity, differentiation, and integration with emphasis on business applications. There is some mathematical theory; but, in general, topics are approached from an intuitive and applied point of view. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of MAC 1140 with a grade of "C" or better; or completion of MAC 1105 with a grade of "C" or better, and a "C" or better in another Gordon Rule Mathematics course; or appropriate placement score.

Total Technical Elective Course Requirements: 18

Total Technical Elective Course Requirements: 18

Total Technical Elective Course Requirements: 18

Total Upper Division Credits Required*: 60

Technical Electives*

ACG
BUL
GEB
HSA
ISM

MAC 2233 - Business Calculus

MAN
MAR
PAD

This is a calculus course covering limits, continuity, differentiation, and integration with emphasis on business applications. There is some mathematical theory; but, in general, topics are approached from an intuitive and applied point of view. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet

Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of MAC 1140 with a grade of "C" or better; or completion of MAC 1105 with a grade of "C" or better, and a "C" or better in another Gordon Rule Mathematics course; or appropriate placement score.

Total Technical Elective Course Requirements: 18

Total Technical Elective Course Requirements: 18

Total Technical Elective Course Requirements: 18

Total Upper Division Credits Required*: 60

Core Requirements

ACG 3083 - Accounting: Concepts and Practice

This course explores the preparation and use of accounting information. Topics include mathematical procedures related to business decisions; terms and processes associated with the accounting cycle; financial statements for the sole-proprietorship, partnership and corporation; and foundations of managerial accounting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and ACG 2001 and MAC 2233 are recommended. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 3320 - Law and Business

An introduction to the legal setting in which modern business operates; emphasis is on public and regulatory law, basic contract law, the processes of administrative, statutory and common law and interstate commerce issues; includes an overview of the UCC and intellectual property. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

FIN 4402 - Financial and Economic Management

This course addresses the application of contemporary theory and practice in business resource allocation. Topics include: capital budgeting, equity and capital financing, capital management, analysis of financial statements, pricing theory, management of working capital and other topics relevant to the acquisition, financing and management of business assets and business decision making. Both the economic and financial perspectives will be presented. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing and ACG 3083 are required. ECO 2013 , STA 2023 , and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3213 - Business and Administrative Communication

A comprehensive course in effective and efficient communications in the business world; includes preparation of reports, proposals and presentations, technical writing skills, composition of standard business documents including persuasive messages, sales letters, customer service correspondence, instructional memoranda, and policy and procedure development. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and ENC 1101 or departmental permission are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3434 - Ethics for Business Leaders

This course uses a case study approach to focus on the significant ethical and legal issues facing today's business leaders. The

theoretical and philosophical background will be presented along with real-life examples of ethics in the workplace. Cases and readings will be used to develop both analysis and application skills in the following areas: corporate and personal decision making, organizational culture and reputation, social responsibility and social reporting, customer relations, employee relations, financial reporting, technology, privacy/confidentiality and communications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3052 - Management Philosophy and Practice

A comprehensive study of contrasting philosophies of management, current theories of leadership, management and supervision, as well as current trends and issues for business managers; focuses on applications and cases for development of competencies across all business functions and units; emphasis is placed on the cross-functional aspects of management, as well as the manager's need for a general business perspective. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and knowledge of basic computer and keyboarding skills are strongly recommended.

QMB 3250 - Quantitative Methods for Business Decisions

An examination of the quantitative methods, statistical concepts, and procedures used in business and finance including methods of maximization and minimization objective functions, the analysis and use of statistic methods for planning, decision making, and forecasting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Requirements: 21

Total Core Requirements: 21

Total Core Requirements: 21

Total Upper Division Credits Required*: 60

Core Requirements

ACG 3083 - Accounting: Concepts and Practice

This course explores the preparation and use of accounting information. Topics include mathematical procedures related to business decisions; terms and processes associated with the accounting cycle; financial statements for the sole-proprietorship, partnership and corporation; and foundations of managerial accounting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and ACG 2001 and MAC 2233 are recommended. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 3320 - Law and Business

An introduction to the legal setting in which modern business operates; emphasis is on public and regulatory law, basic contract law, the processes of administrative, statutory and common law and interstate commerce issues; includes an overview of the UCC and intellectual property. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

FIN 4402 - Financial and Economic Management

This course addresses the application of contemporary theory and practice in business resource allocation. Topics include: capital

budgeting, equity and capital financing, capital management, analysis of financial statements, pricing theory, management of working capital and other topics relevant to the acquisition, financing and management of business assets and business decision making. Both the economic and financial perspectives will be presented. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing and ACG 3083 are required. ECO 2013 , STA 2023 , and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3213 - Business and Administrative Communication

A comprehensive course in effective and efficient communications in the business world; includes preparation of reports, proposals and presentations, technical writing skills, composition of standard business documents including persuasive messages, sales letters, customer service correspondence, instructional memoranda, and policy and procedure development. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and ENC 1101 or departmental permission are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3434 - Ethics for Business Leaders

This course uses a case study approach to focus on the significant ethical and legal issues facing today's business leaders. The theoretical and philosophical background will be presented along with real-life examples of ethics in the workplace. Cases and readings will be used to develop both analysis and application skills in the following areas: corporate and personal decision making, organizational culture and reputation, social responsibility and social reporting, customer relations, employee relations, financial reporting, technology, privacy/confidentiality and communications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3052 - Management Philosophy and Practice

A comprehensive study of contrasting philosophies of management, current theories of leadership, management and supervision, as well as current trends and issues for business managers; focuses on applications and cases for development of competencies across all business functions and units; emphasis is placed on the cross-functional aspects of management, as well as the manager's need for a general business perspective. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and knowledge of basic computer and keyboarding skills are strongly recommended.

QMB 3250 - Quantitative Methods for Business Decisions

An examination of the quantitative methods, statistical concepts, and procedures used in business and finance including methods of maximization and minimization objective functions, the analysis and use of statistic methods for planning, decision making, and forecasting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Requirements: 21

Total Core Requirements: 21

Total Core Requirements: 21

Required Courses for the Emphasis in Human Resources Management

MAN 3120 - Leadership and Group Dynamics

An applied leadership course with a focus on case studies, projects and group interaction; includes theoretical background on group dynamics, small group behavior and motivation, power, types of groups, verbal and non-verbal communication skills and

team-building. Emphasis will be placed on sociological and psychological dimensions of inter-group relations, including analysis and problem-solving through simulations, cases and similar activities which reflect a general business perspective, as well as leadership and group dynamics across a variety of business units/functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and MAN 3052 , and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3310 - Issues in Human Resource Management

Introduces the full range of human resource management functional areas, including recruiting and hiring staff, performance evaluations, employment regulations, discipline and termination, downsizing, compensation and benefits, job analysis, the organized labor setting, equity/diversity issues, and policy design. Approach will focus on current issues and applications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3320 - Employee Staffing and Benefits

An intermediate level course in employment staffing issues focusing on staffing patterns, organizational structures, job analysis and design, staffing efficiencies, employee assistance programs, staff projection models, and employee services. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and MAN 3310 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3350 - Training and Development

Covers various staff training and development models, effective workshop techniques, designing and implementing company-wide training and development programs. Assessment of training needs, training and development as a benefit and setting development goals; students will design and conduct at least one workshop/training session for fellow students. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and GEB 3213 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4401 - Labor Relations

This course explores the impact of employee organizations on labor relations, current problems, conflicts, and trends and includes the development of managerial approaches to achieve labor management cooperation.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

MAN 4162 - Customer Relations for Managers

This course focuses on relationship building for all customers of an organization. The impact of culture and diversity on business relationships, successful negotiation strategies, and promotion of the organization through media relations are discussed. Emphasis is placed on the manager's role in improving customer relationships by creating a customer-focused, organizational climate.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

HUS 4950 - Capstone: Human Resources Management

This capstone will build upon and integrate the primary human resource management skills introduced in prior emphasis courses. Students will have the opportunity to work on a hands-on project to demonstrate, apply, and develop their knowledge in the field of human resources.
This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

MAN 3310 , MAN 3320 , MAN 3350 , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Emphasis Requirements: 21

Total Emphasis Requirements: 21

Required Courses for the Emphasis in Human Resources Management

MAN 3120 - Leadership and Group Dynamics

An applied leadership course with a focus on case studies, projects and group interaction; includes theoretical background on group dynamics, small group behavior and motivation, power, types of groups, verbal and non-verbal communication skills and team-building. Emphasis will be placed on sociological and psychological dimensions of inter-group relations, including analysis and problem-solving through simulations, cases and similar activities which reflect a general business perspective, as well as leadership and group dynamics across a variety of business units/functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and MAN 3052 , and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3310 - Issues in Human Resource Management

Introduces the full range of human resource management functional areas, including recruiting and hiring staff, performance evaluations, employment regulations, discipline and termination, downsizing, compensation and benefits, job analysis, the organized labor setting, equity/diversity issues, and policy design. Approach will focus on current issues and applications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3320 - Employee Staffing and Benefits

An intermediate level course in employment staffing issues focusing on staffing patterns, organizational structures, job analysis and design, staffing efficiencies, employee assistance programs, staff projection models, and employee services. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and MAN 3310 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3350 - Training and Development

Covers various staff training and development models, effective workshop techniques, designing and implementing company-wide training and development programs. Assessment of training needs, training and development as a benefit and setting development goals; students will design and conduct at least one workshop/training session for fellow students. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and GEB 3213 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4401 - Labor Relations

This course explores the impact of employee organizations on labor relations, current problems, conflicts, and trends and includes the development of managerial approaches to achieve labor management cooperation.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

MAN 4162 - Customer Relations for Managers

This course focuses on relationship building for all customers of an organization. The impact of culture and diversity on business relationships, successful negotiation strategies, and promotion of the organization through media relations are discussed. Emphasis is placed on the manager's role in improving customer relationships by creating a customer-focused, organizational climate.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

HUS 4950 - Capstone: Human Resources Management

This capstone will build upon and integrate the primary human resource management skills introduced in prior emphasis courses. Students will have the opportunity to work on a hands-on project to demonstrate, apply, and develop their knowledge in the field of human resources.
This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

MAN 3310 , MAN 3320 , MAN 3350 , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Emphasis Requirements: 21

Total Emphasis Requirements: 21

Suggested Two Year Academic Plan

Management and Supervision - Supervision (B.A.S.)

State CIP Code 1105202991
*This program is available fully online
See the BAS Management and Supervision Flowchart .

Upper Division Requirements*

Core Requirements

ACG 3083 - Accounting: Concepts and Practice

This course explores the preparation and use of accounting information. Topics include mathematical procedures related to business decisions; terms and processes associated with the accounting cycle; financial statements for the sole-proprietorship, partnership and corporation; and foundations of managerial accounting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and ACG 2001 and MAC 2233 are recommended. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 3320 - Law and Business

An introduction to the legal setting in which modern business operates; emphasis is on public and regulatory law, basic contract law, the processes of administrative, statutory and common law and interstate commerce issues; includes an overview of the UCC and intellectual property. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

FIN 4402 - Financial and Economic Management

This course addresses the application of contemporary theory and practice in business resource allocation. Topics include: capital budgeting, equity and capital financing, capital management, analysis of financial statements, pricing theory, management of working capital and other topics relevant to the acquisition, financing and management of business assets and business decision making. Both the economic and financial perspectives will be presented. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing and ACG 3083 are required. ECO 2013 , STA 2023 , and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3213 - Business and Administrative Communication

A comprehensive course in effective and efficient communications in the business world; includes preparation of reports, proposals and presentations, technical writing skills, composition of standard business documents including persuasive messages, sales letters, customer service correspondence, instructional memoranda, and policy and procedure development. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and ENC 1101 or departmental permission are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3434 - Ethics for Business Leaders

This course uses a case study approach to focus on the significant ethical and legal issues facing today's business leaders. The theoretical and philosophical background will be presented along with real-life examples of ethics in the workplace. Cases and readings will be used to develop both analysis and application skills in the following areas: corporate and personal decision making, organizational culture and reputation, social responsibility and social reporting, customer relations, employee relations, financial reporting, technology, privacy/confidentiality and communications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3052 - Management Philosophy and Practice

A comprehensive study of contrasting philosophies of management, current theories of leadership, management and supervision, as well as current trends and issues for business managers; focuses on applications and cases for development of competencies across all business functions and units; emphasis is placed on the cross-functional aspects of management, as well as the manager's need for a general business perspective. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and knowledge of basic computer and keyboarding skills are strongly recommended.

QMB 3250 - Quantitative Methods for Business Decisions

An examination of the quantitative methods, statistical concepts, and procedures used in business and finance including methods of maximization and minimization objective functions, the analysis and use of statistic methods for planning, decision making, and forecasting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Requirements: 21

Total Core Requirements: 21

Total Core Requirements: 21

Required Courses for the Emphasis in Supervision

MAN 3583 - Project Management

In this introductory Project Management course, students will be exposed to the fundamentals of general project management. This course provides conceptual material on project management techniques appropriate in system/subsystems management. Topics include project management functions, project manager roles and responsibilities, the project life cycle, and conflict resolution. Emphasis will be placed on project oversight issues across the various business units and functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and GEB 3031 or MAN 3052 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4520 - Quality Management

This course examines the strategic role of quality within an organization, as well as strategic issues involved in managing quality. Topics include assessing customer requirements, developing customer focus and measuring quality performance. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (As Needed) Prerequisite(s):

Upper division standing is required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4720 - Strategic Planning and Management

This course addresses the integration of organizational functions to achieve competitive advantage and organizational harmony through strategy formulation, implementation and evaluation. Activities include case studies and a strategic planning simulation. Topics include change theory, decision-making, planning models, and strategic planning processes as applied in a variety of business settings, units, and functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4940 - Capstone: Supervision

This capstone course will build upon and integrate the primary management skills and concepts introduced in prior emphasis courses. Students will have the opportunity to work on a hands-on project to demonstrate, apply, and develop their knowledge. This course will also cover basic entrepreneurial principles, which will be integrated throughout the student-led projects. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

MAN 3593 , MAN 3903 , MAN 4720 , and senior standing are required. Public Safety Emphasis: PAD 3003 [Inactive] , PAD 3820 [Inactive] , PAD 3882 [Inactive] , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended. These courses require a minimum grade of "C".

MAN 3240 - Organizational Behavior

Designed to develop student understanding of individual, group and organizational issues that affect and shape businesses. Topics include motivation, communication, decision making, leadership, power, organizational structure, team performance, organization diversity and change management. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3903 - Operations Research

Operations Research is a science of modeling and optimization. It allows to model real-world problems by using mathematics, statistics and computers. It provides us the tools and theories to solve real-world problems by finding the optimal solutions to models subject to constraints of time, labor, resource, materials and business rules. With Operations Research, people make intelligent decisions to develop and manage their processes and businesses. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required. STA 2023 , MAC 1140 , and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3593 - Logistics and Supply Chain Management

Logistics and Supply Chain Management provides an introduction to logistics concepts in both the business and government environment. The student will gain an appreciation of the various logistics missions encountered both in the business world and government acquisition and support programs. The key concept is that logistics is a process that adds value to the end product whether it is a commercial item for a customer or a system used by the government which must achieve a desired state of readiness through an established or acquired infrastructure. Emphasis will be placed on the challenges related to providing logistical support for procurement, manufacturing, and life cycle support. The course will focus on supply chain strategies, logistics information systems, order fulfillment, inventory, demand forecasting, and collaborative planning. In addition, the student will be introduced to transportation constraints, third party logistics (3PL), warehousing, materials handling, international logistics and facility planning. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and MAN 3052 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Emphasis Requirements: 21

Total Emphasis Requirements: 21

Technical Electives*

ACG
BUL
GEB
HSA
ISM

MAC 2233 - Business Calculus

MAN
MAR
PAD

This is a calculus course covering limits, continuity, differentiation, and integration with emphasis on business applications. There is some mathematical theory; but, in general, topics are approached from an intuitive and applied point of view. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of MAC 1140 with a grade of "C" or better; or completion of MAC 1105 with a grade of "C" or better, and a "C" or better in another Gordon Rule Mathematics course; or appropriate placement score.

Technical Electives Course Requirements: 18

Technical Electives Course Requirements: 18

Total Upper Division Credits Required*: 60

Core Requirements

ACG 3083 - Accounting: Concepts and Practice

This course explores the preparation and use of accounting information. Topics include mathematical procedures related to business decisions; terms and processes associated with the accounting cycle; financial statements for the sole-proprietorship, partnership and corporation; and foundations of managerial accounting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and ACG 2001 and MAC 2233 are recommended. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 3320 - Law and Business

An introduction to the legal setting in which modern business operates; emphasis is on public and regulatory law, basic contract law, the processes of administrative, statutory and common law and interstate commerce issues; includes an overview of the UCC and intellectual property. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

FIN 4402 - Financial and Economic Management

This course addresses the application of contemporary theory and practice in business resource allocation. Topics include: capital budgeting, equity and capital financing, capital management, analysis of financial statements, pricing theory, management of working capital and other topics relevant to the acquisition, financing and management of business assets and business decision making. Both the economic and financial perspectives will be presented. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing and ACG 3083 are required. ECO 2013 , STA 2023 , and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3213 - Business and Administrative Communication

A comprehensive course in effective and efficient communications in the business world; includes preparation of reports, proposals and presentations, technical writing skills, composition of standard business documents including persuasive messages, sales letters, customer service correspondence, instructional memoranda, and policy and procedure development. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and ENC 1101 or departmental permission are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3434 - Ethics for Business Leaders

This course uses a case study approach to focus on the significant ethical and legal issues facing today's business leaders. The theoretical and philosophical background will be presented along with real-life examples of ethics in the workplace. Cases and readings will be used to develop both analysis and application skills in the following areas: corporate and personal decision making, organizational culture and reputation, social responsibility and social reporting, customer relations, employee relations, financial reporting, technology, privacy/confidentiality and communications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3052 - Management Philosophy and Practice

A comprehensive study of contrasting philosophies of management, current theories of leadership, management and supervision, as well as current trends and issues for business managers; focuses on applications and cases for development of competencies across all business functions and units; emphasis is placed on the cross-functional aspects of management, as well as the manager's need for a general business perspective. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and knowledge of basic computer and keyboarding skills are strongly recommended.

QMB 3250 - Quantitative Methods for Business Decisions

An examination of the quantitative methods, statistical concepts, and procedures used in business and finance including methods of maximization and minimization objective functions, the analysis and use of statistic methods for planning, decision making, and forecasting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Requirements: 21

Total Core Requirements: 21

Total Core Requirements: 21

Suggested Two Year Academic Plan

Upper Division Requirements*

Core Requirements

ACG 3083 - Accounting: Concepts and Practice

This course explores the preparation and use of accounting information. Topics include mathematical procedures related to business decisions; terms and processes associated with the accounting cycle; financial statements for the sole-proprietorship, partnership and corporation; and foundations of managerial accounting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and ACG 2001 and MAC 2233 are recommended. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 3320 - Law and Business

An introduction to the legal setting in which modern business operates; emphasis is on public and regulatory law, basic contract law, the processes of administrative, statutory and common law and interstate commerce issues; includes an overview of the UCC and intellectual property. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

FIN 4402 - Financial and Economic Management

This course addresses the application of contemporary theory and practice in business resource allocation. Topics include: capital budgeting, equity and capital financing, capital management, analysis of financial statements, pricing theory, management of working capital and other topics relevant to the acquisition, financing and management of business assets and business decision making. Both the economic and financial perspectives will be presented. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing and ACG 3083 are required. ECO 2013 , STA 2023 , and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3213 - Business and Administrative Communication

A comprehensive course in effective and efficient communications in the business world; includes preparation of reports, proposals and presentations, technical writing skills, composition of standard business documents including persuasive messages, sales letters, customer service correspondence, instructional memoranda, and policy and procedure development. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and ENC 1101 or departmental permission are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3434 - Ethics for Business Leaders

This course uses a case study approach to focus on the significant ethical and legal issues facing today's business leaders. The theoretical and philosophical background will be presented along with real-life examples of ethics in the workplace. Cases and readings will be used to develop both analysis and application skills in the following areas: corporate and personal decision making, organizational culture and reputation, social responsibility and social reporting, customer relations, employee relations, financial reporting, technology, privacy/confidentiality and communications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3052 - Management Philosophy and Practice

A comprehensive study of contrasting philosophies of management, current theories of leadership, management and supervision, as well as current trends and issues for business managers; focuses on applications and cases for development of competencies across all business functions and units; emphasis is placed on the cross-functional aspects of management, as well as the manager's need for a general business perspective. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and knowledge of basic computer and

keyboarding skills are strongly recommended.

QMB 3250 - Quantitative Methods for Business Decisions

An examination of the quantitative methods, statistical concepts, and procedures used in business and finance including methods of maximization and minimization objective functions, the analysis and use of statistic methods for planning, decision making, and forecasting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Requirements: 21

Total Core Requirements: 21

Total Core Requirements: 21

Required Courses for the Emphasis in Supervision

MAN 3583 - Project Management

In this introductory Project Management course, students will be exposed to the fundamentals of general project management. This course provides conceptual material on project management techniques appropriate in system/subsystems management. Topics include project management functions, project manager roles and responsibilities, the project life cycle, and conflict resolution. Emphasis will be placed on project oversight issues across the various business units and functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and GEB 3031 or MAN 3052 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4520 - Quality Management

This course examines the strategic role of quality within an organization, as well as strategic issues involved in managing quality. Topics include assessing customer requirements, developing customer focus and measuring quality performance. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (As Needed) Prerequisite(s):

Upper division standing is required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4720 - Strategic Planning and Management

This course addresses the integration of organizational functions to achieve competitive advantage and organizational harmony through strategy formulation, implementation and evaluation. Activities include case studies and a strategic planning simulation. Topics include change theory, decision-making, planning models, and strategic planning processes as applied in a variety of business settings, units, and functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4940 - Capstone: Supervision

This capstone course will build upon and integrate the primary management skills and concepts introduced in prior emphasis courses. Students will have the opportunity to work on a hands-on project to demonstrate, apply, and develop their knowledge. This course will also cover basic entrepreneurial principles, which will be integrated throughout the student-led projects. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

MAN 3593 , MAN 3903 , MAN 4720 , and senior standing are required. Public Safety Emphasis: PAD 3003 [Inactive] , PAD 3820

[Inactive] , PAD 3882 [Inactive] , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended. These courses require a minimum grade of "C".

MAN 3240 - Organizational Behavior

Designed to develop student understanding of individual, group and organizational issues that affect and shape businesses. Topics include motivation, communication, decision making, leadership, power, organizational structure, team performance, organization diversity and change management. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3903 - Operations Research

Operations Research is a science of modeling and optimization. It allows to model real-world problems by using mathematics, statistics and computers. It provides us the tools and theories to solve real-world problems by finding the optimal solutions to models subject to constraints of time, labor, resource, materials and business rules. With Operations Research, people make intelligent decisions to develop and manage their processes and businesses. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required. STA 2023 , MAC 1140 , and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3593 - Logistics and Supply Chain Management

Logistics and Supply Chain Management provides an introduction to logistics concepts in both the business and government environment. The student will gain an appreciation of the various logistics missions encountered both in the business world and government acquisition and support programs. The key concept is that logistics is a process that adds value to the end product whether it is a commercial item for a customer or a system used by the government which must achieve a desired state of readiness through an established or acquired infrastructure. Emphasis will be placed on the challenges related to providing logistical support for procurement, manufacturing, and life cycle support. The course will focus on supply chain strategies, logistics information systems, order fulfillment, inventory, demand forecasting, and collaborative planning. In addition, the student will be introduced to transportation constraints, third party logistics (3PL), warehousing, materials handling, international logistics and facility planning. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and MAN 3052 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Emphasis Requirements: 21

Total Emphasis Requirements: 21

Technical Electives*

ACG
BUL
GEB
HSA
ISM

MAC 2233 - Business Calculus

MAN
MAR
PAD

This is a calculus course covering limits, continuity, differentiation, and integration with emphasis on business applications. There is some mathematical theory; but, in general, topics are approached from an intuitive and applied point of view. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of MAC 1140 with a grade of "C" or better; or completion of MAC 1105 with a grade of "C" or better, and a "C" or better in another Gordon Rule Mathematics course; or appropriate placement score.

Technical Electives Course Requirements: 18

Technical Electives Course Requirements: 18

Total Upper Division Credits Required*: 60

Core Requirements

ACG 3083 - Accounting: Concepts and Practice

This course explores the preparation and use of accounting information. Topics include mathematical procedures related to business decisions; terms and processes associated with the accounting cycle; financial statements for the sole-proprietorship, partnership and corporation; and foundations of managerial accounting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and ACG 2001 and MAC 2233 are recommended. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 3320 - Law and Business

An introduction to the legal setting in which modern business operates; emphasis is on public and regulatory law, basic contract law, the processes of administrative, statutory and common law and interstate commerce issues; includes an overview of the UCC and intellectual property. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

FIN 4402 - Financial and Economic Management

This course addresses the application of contemporary theory and practice in business resource allocation. Topics include: capital budgeting, equity and capital financing, capital management, analysis of financial statements, pricing theory, management of working capital and other topics relevant to the acquisition, financing and management of business assets and business decision making. Both the economic and financial perspectives will be presented. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing and ACG 3083 are required. ECO 2013 , STA 2023 , and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3213 - Business and Administrative Communication

A comprehensive course in effective and efficient communications in the business world; includes preparation of reports, proposals and presentations, technical writing skills, composition of standard business documents including persuasive messages, sales letters, customer service correspondence, instructional memoranda, and policy and procedure development. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and ENC 1101 or departmental permission are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3434 - Ethics for Business Leaders

This course uses a case study approach to focus on the significant ethical and legal issues facing today's business leaders. The theoretical and philosophical background will be presented along with real-life examples of ethics in the workplace. Cases and readings will be used to develop both analysis and application skills in the following areas: corporate and personal decision making, organizational culture and reputation, social responsibility and social reporting, customer relations, employee relations, financial reporting, technology, privacy/confidentiality and communications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3052 - Management Philosophy and Practice

A comprehensive study of contrasting philosophies of management, current theories of leadership, management and supervision, as well as current trends and issues for business managers; focuses on applications and cases for development of competencies across all business functions and units; emphasis is placed on the cross-functional aspects of management, as well as the manager's need for a general business perspective. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and knowledge of basic computer and keyboarding skills are strongly recommended.

QMB 3250 - Quantitative Methods for Business Decisions

An examination of the quantitative methods, statistical concepts, and procedures used in business and finance including methods of maximization and minimization objective functions, the analysis and use of statistic methods for planning, decision making, and forecasting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Requirements: 21

Total Core Requirements: 21

Total Core Requirements: 21

Project Management - Project Management (B.A.S.)

State CIP Code 1105202021
See the BAS Project Management Flowchart

Upper Division Requirements

Core Requirements

ACG 3083 - Accounting: Concepts and Practice

This course explores the preparation and use of accounting information. Topics include mathematical procedures related to business decisions; terms and processes associated with the accounting cycle; financial statements for the sole-proprietorship, partnership and corporation; and foundations of managerial accounting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and ACG 2001 and MAC 2233 are recommended. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 3320 - Law and Business

An introduction to the legal setting in which modern business operates; emphasis is on public and regulatory law, basic contract law, the processes of administrative, statutory and common law and interstate commerce issues; includes an overview of the UCC and intellectual property. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3031 - Contemporary Business Practices

This course includes an orientation to and examination of opportunities and challenges facing managers in contemporary business organizations. Introduces the competencies of teamwork, communication, creative thinking, adapting to change, decision making

and customer service through application to issues and problems across the general business spectrum. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3213 - Business and Administrative Communication

A comprehensive course in effective and efficient communications in the business world; includes preparation of reports, proposals and presentations, technical writing skills, composition of standard business documents including persuasive messages, sales letters, customer service correspondence, instructional memoranda, and policy and procedure development. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and ENC 1101 or departmental permission are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3434 - Ethics for Business Leaders

This course uses a case study approach to focus on the significant ethical and legal issues facing today's business leaders. The theoretical and philosophical background will be presented along with real-life examples of ethics in the workplace. Cases and readings will be used to develop both analysis and application skills in the following areas: corporate and personal decision making, organizational culture and reputation, social responsibility and social reporting, customer relations, employee relations, financial reporting, technology, privacy/confidentiality and communications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3444 - Business Trends and Issues

This course builds on the traditional themes and concepts of the general business area through specialized readings on trends and issues facing today's business and industry leaders. Students will read opinion pieces by noted in-field experts, as well as conduct basic research on contemporary issues such as information and workplace security, diversity in the workplace, outsourcing functions/services and global competition, with an eye to improving business operations. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

QMB 3250 - Quantitative Methods for Business Decisions

An examination of the quantitative methods, statistical concepts, and procedures used in business and finance including methods of maximization and minimization objective functions, the analysis and use of statistic methods for planning, decision making, and forecasting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Requirements: 21

Total Core Requirements: 21

Required Courses for the Emphasis in Project Management

BUL 4333 - Contract Formation and Administration

Students will be exposed to the differences in the public and private sector contracting environments. Emphasis will be placed on the fundamentals of contract formation including sealed bidding, negotiations, and best value methods. Students will learn the fundamentals of contract administration including inspection and acceptance, quality control, contract changes, and disputes. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and BUL 3320 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 4931 - Acquisition Law Seminar

This course addresses contract law as applicable to formation and administration of contracts with private and governmental agencies, with emphasis on the federal government. The following topics are also included: concepts of responsiveness and responsibility, bidding procedures, mistakes, negotiation procedures, changes, claims and dispute resolution. Students will explore the typical contracting problems that can lead to litigation. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and BUL 4333 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

FIN 4402 - Financial and Economic Management

This course addresses the application of contemporary theory and practice in business resource allocation. Topics include: capital budgeting, equity and capital financing, capital management, analysis of financial statements, pricing theory, management of working capital and other topics relevant to the acquisition, financing and management of business assets and business decision making. Both the economic and financial perspectives will be presented. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing and ACG 3083 are required. ECO 2013 , STA 2023 , and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 4454 - Business in a High Technology Environment

Presents the special challenges and opportunities of managing a high technology firm or a traditional entity operating in the high technology environment; addresses software/information security, recruiting technical personnel, outsourcing, equipment security, updating equipment, telecommuting and similar issues.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Prerequisite(s): Upper division standing and GEB 3031 (minimum passing grade of C) are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3052 - Management Philosophy and Practice

Choose two courses from the following: 6 credits

A comprehensive study of contrasting philosophies of management, current theories of leadership, management and supervision, as well as current trends and issues for business managers; focuses on applications and cases for development of competencies across all business functions and units; emphasis is placed on the cross-functional aspects of management, as well as the manager's need for a general business perspective. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3120 - Leadership and Group Dynamics

An applied leadership course with a focus on case studies, projects and group interaction; includes theoretical background on group dynamics, small group behavior and motivation, power, types of groups, verbal and non-verbal communication skills and team-building. Emphasis will be placed on sociological and psychological dimensions of inter-group relations, including analysis and problem-solving through simulations, cases and similar activities which reflect a general business perspective, as well as leadership and group dynamics across a variety of business units/functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and MAN 3052 , and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3574 - Acquisition Management

Students will be exposed to the fundamentals of government acquisitions. This course provides conceptual material on government acquisitions, to include program planning, execution, and control. Students will be introduced to the elements of program risk and learn risk management techniques. The systems engineering process will be emphasized to include work breakdown structures, cost -- benefit analysis, and scheduling. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and GEB 3031 or MAN 3052 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3583 - Project Management

In this introductory Project Management course, students will be exposed to the fundamentals of general project management. This

course provides conceptual material on project management techniques appropriate in system/subsystems management. Topics include project management functions, project manager roles and responsibilities, the project life cycle, and conflict resolution. Emphasis will be placed on project oversight issues across the various business units and functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and GEB 3031 or MAN 3052 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4931 - Capstone: Project Management

This seminar will build on the basic project management skills by introducing the basic tools used by project managers. The student will learn management techniques for project planning, budgeting, scheduling and control techniques, cost estimating and project management software applications. Students will be exposed to the relationship of purchasing and contracting with project management. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Project Management Emphasis: BUL 4333 , GEB 4454 , MAN 3120 , MAN 3583 , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Emphasis Requirements: 21

Total Emphasis Requirements: 21

Technical Electives*

ACG
BUL
GEB
HSA
ISM

MAC 2233 - Business Calculus

MAN
MAR

This is a calculus course covering limits, continuity, differentiation, and integration with emphasis on business applications. There is some mathematical theory; but, in general, topics are approached from an intuitive and applied point of view. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of MAC 1140 with a grade of "C" or better; or completion of MAC 1105 with a grade of "C" or better, and a "C" or better in another Gordon Rule Mathematics course; or appropriate placement score.

Technical Electives Course Requirements: 18

Technical Electives Course Requirements: 18

Total Upper Division Credits Required*: 60

Core Requirements

ACG 3083 - Accounting: Concepts and Practice

This course explores the preparation and use of accounting information. Topics include mathematical procedures related to business decisions; terms and processes associated with the accounting cycle; financial statements for the sole-proprietorship, partnership and corporation; and foundations of managerial accounting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and ACG 2001 and MAC 2233 are recommended. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 3320 - Law and Business

An introduction to the legal setting in which modern business operates; emphasis is on public and regulatory law, basic contract law, the processes of administrative, statutory and common law and interstate commerce issues; includes an overview of the UCC and intellectual property. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3031 - Contemporary Business Practices

This course includes an orientation to and examination of opportunities and challenges facing managers in contemporary business organizations. Introduces the competencies of teamwork, communication, creative thinking, adapting to change, decision making and customer service through application to issues and problems across the general business spectrum. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3213 - Business and Administrative Communication

A comprehensive course in effective and efficient communications in the business world; includes preparation of reports, proposals and presentations, technical writing skills, composition of standard business documents including persuasive messages, sales letters, customer service correspondence, instructional memoranda, and policy and procedure development. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and ENC 1101 or departmental permission are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3434 - Ethics for Business Leaders

This course uses a case study approach to focus on the significant ethical and legal issues facing today's business leaders. The theoretical and philosophical background will be presented along with real-life examples of ethics in the workplace. Cases and readings will be used to develop both analysis and application skills in the following areas: corporate and personal decision making, organizational culture and reputation, social responsibility and social reporting, customer relations, employee relations, financial reporting, technology, privacy/confidentiality and communications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3444 - Business Trends and Issues

This course builds on the traditional themes and concepts of the general business area through specialized readings on trends and issues facing today's business and industry leaders. Students will read opinion pieces by noted in-field experts, as well as conduct basic research on contemporary issues such as information and workplace security, diversity in the workplace, outsourcing functions/services and global competition, with an eye to improving business operations. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

QMB 3250 - Quantitative Methods for Business Decisions

An examination of the quantitative methods, statistical concepts, and procedures used in business and finance including methods of maximization and minimization objective functions, the analysis and use of statistic methods for planning, decision making, and

forecasting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Requirements: 21

Total Core Requirements: 21

Required Courses for the Emphasis in Project Management

BUL 4333 - Contract Formation and Administration

Students will be exposed to the differences in the public and private sector contracting environments. Emphasis will be placed on the fundamentals of contract formation including sealed bidding, negotiations, and best value methods. Students will learn the fundamentals of contract administration including inspection and acceptance, quality control, contract changes, and disputes. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and BUL 3320 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 4931 - Acquisition Law Seminar

This course addresses contract law as applicable to formation and administration of contracts with private and governmental agencies, with emphasis on the federal government. The following topics are also included: concepts of responsiveness and responsibility, bidding procedures, mistakes, negotiation procedures, changes, claims and dispute resolution. Students will explore the typical contracting problems that can lead to litigation. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and BUL 4333 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

FIN 4402 - Financial and Economic Management

This course addresses the application of contemporary theory and practice in business resource allocation. Topics include: capital budgeting, equity and capital financing, capital management, analysis of financial statements, pricing theory, management of working capital and other topics relevant to the acquisition, financing and management of business assets and business decision making. Both the economic and financial perspectives will be presented. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing and ACG 3083 are required. ECO 2013 , STA 2023 , and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 4454 - Business in a High Technology Environment

Presents the special challenges and opportunities of managing a high technology firm or a traditional entity operating in the high technology environment; addresses software/information security, recruiting technical personnel, outsourcing, equipment security, updating equipment, telecommuting and similar issues.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Prerequisite(s): Upper division standing and GEB 3031 (minimum passing grade of C) are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3052 - Management Philosophy and Practice

Choose two courses from the following: 6 credits

A comprehensive study of contrasting philosophies of management, current theories of leadership, management and supervision, as well as current trends and issues for business managers; focuses on applications and cases for development of competencies across all business functions and units; emphasis is placed on the cross-functional aspects of management, as well as the manager's need for a general business perspective. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and knowledge of basic computer and

keyboarding skills are strongly recommended.

MAN 3120 - Leadership and Group Dynamics

An applied leadership course with a focus on case studies, projects and group interaction; includes theoretical background on group dynamics, small group behavior and motivation, power, types of groups, verbal and non-verbal communication skills and team-building. Emphasis will be placed on sociological and psychological dimensions of inter-group relations, including analysis and problem-solving through simulations, cases and similar activities which reflect a general business perspective, as well as leadership and group dynamics across a variety of business units/functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and MAN 3052 , and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3574 - Acquisition Management

Students will be exposed to the fundamentals of government acquisitions. This course provides conceptual material on government acquisitions, to include program planning, execution, and control. Students will be introduced to the elements of program risk and learn risk management techniques. The systems engineering process will be emphasized to include work breakdown structures, cost -- benefit analysis, and scheduling. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and GEB 3031 or MAN 3052 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3583 - Project Management

In this introductory Project Management course, students will be exposed to the fundamentals of general project management. This course provides conceptual material on project management techniques appropriate in system/subsystems management. Topics include project management functions, project manager roles and responsibilities, the project life cycle, and conflict resolution. Emphasis will be placed on project oversight issues across the various business units and functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and GEB 3031 or MAN 3052 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4931 - Capstone: Project Management

This seminar will build on the basic project management skills by introducing the basic tools used by project managers. The student will learn management techniques for project planning, budgeting, scheduling and control techniques, cost estimating and project management software applications. Students will be exposed to the relationship of purchasing and contracting with project management. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Project Management Emphasis: BUL 4333 , GEB 4454 , MAN 3120 , MAN 3583 , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Emphasis Requirements: 21

Total Emphasis Requirements: 21

Technical Electives*

ACG
BUL
GEB
HSA
ISM

MAC 2233 - Business Calculus

MAN

MAR

This is a calculus course covering limits, continuity, differentiation, and integration with emphasis on business applications. There is some mathematical theory; but, in general, topics are approached from an intuitive and applied point of view. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of MAC 1140 with a grade of "C" or better; or completion of MAC 1105 with a grade of "C" or better, and a "C" or better in another Gordon Rule Mathematics course; or appropriate placement score.

Technical Electives Course Requirements: 18

Technical Electives Course Requirements: 18

Total Upper Division Credits Required*: 60

Suggested Two Year Academic Plan

Upper Division Requirements

Core Requirements

ACG 3083 - Accounting: Concepts and Practice

This course explores the preparation and use of accounting information. Topics include mathematical procedures related to business decisions; terms and processes associated with the accounting cycle; financial statements for the sole-proprietorship, partnership and corporation; and foundations of managerial accounting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and ACG 2001 and MAC 2233 are recommended. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 3320 - Law and Business

An introduction to the legal setting in which modern business operates; emphasis is on public and regulatory law, basic contract law, the processes of administrative, statutory and common law and interstate commerce issues; includes an overview of the UCC and intellectual property. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3031 - Contemporary Business Practices

This course includes an orientation to and examination of opportunities and challenges facing managers in contemporary business organizations. Introduces the competencies of teamwork, communication, creative thinking, adapting to change, decision making and customer service through application to issues and problems across the general business spectrum. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3213 - Business and Administrative Communication

A comprehensive course in effective and efficient communications in the business world; includes preparation of reports, proposals

and presentations, technical writing skills, composition of standard business documents including persuasive messages, sales letters, customer service correspondence, instructional memoranda, and policy and procedure development. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and ENC 1101 or departmental permission are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3434 - Ethics for Business Leaders

This course uses a case study approach to focus on the significant ethical and legal issues facing today's business leaders. The theoretical and philosophical background will be presented along with real-life examples of ethics in the workplace. Cases and readings will be used to develop both analysis and application skills in the following areas: corporate and personal decision making, organizational culture and reputation, social responsibility and social reporting, customer relations, employee relations, financial reporting, technology, privacy/confidentiality and communications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3444 - Business Trends and Issues

This course builds on the traditional themes and concepts of the general business area through specialized readings on trends and issues facing today's business and industry leaders. Students will read opinion pieces by noted in-field experts, as well as conduct basic research on contemporary issues such as information and workplace security, diversity in the workplace, outsourcing functions/services and global competition, with an eye to improving business operations. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

QMB 3250 - Quantitative Methods for Business Decisions

An examination of the quantitative methods, statistical concepts, and procedures used in business and finance including methods of maximization and minimization objective functions, the analysis and use of statistic methods for planning, decision making, and forecasting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Requirements: 21

Total Core Requirements: 21

Required Courses for the Emphasis in Project Management

BUL 4333 - Contract Formation and Administration

Students will be exposed to the differences in the public and private sector contracting environments. Emphasis will be placed on the fundamentals of contract formation including sealed bidding, negotiations, and best value methods. Students will learn the fundamentals of contract administration including inspection and acceptance, quality control, contract changes, and disputes. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and BUL 3320 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 4931 - Acquisition Law Seminar

This course addresses contract law as applicable to formation and administration of contracts with private and governmental agencies, with emphasis on the federal government. The following topics are also included: concepts of responsiveness and responsibility, bidding procedures, mistakes, negotiation procedures, changes, claims and dispute resolution. Students will explore the typical contracting problems that can lead to litigation. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and BUL 4333 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

FIN 4402 - Financial and Economic Management

This course addresses the application of contemporary theory and practice in business resource allocation. Topics include: capital budgeting, equity and capital financing, capital management, analysis of financial statements, pricing theory, management of working capital and other topics relevant to the acquisition, financing and management of business assets and business decision making. Both the economic and financial perspectives will be presented. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing and ACG 3083 are required. ECO 2013 , STA 2023 , and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 4454 - Business in a High Technology Environment

Presents the special challenges and opportunities of managing a high technology firm or a traditional entity operating in the high technology environment; addresses software/information security, recruiting technical personnel, outsourcing, equipment security, updating equipment, telecommuting and similar issues.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Prerequisite(s): Upper division standing and GEB 3031 (minimum passing grade of C) are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3052 - Management Philosophy and Practice

Choose two courses from the following: 6 credits

A comprehensive study of contrasting philosophies of management, current theories of leadership, management and supervision, as well as current trends and issues for business managers; focuses on applications and cases for development of competencies across all business functions and units; emphasis is placed on the cross-functional aspects of management, as well as the manager's need for a general business perspective. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3120 - Leadership and Group Dynamics

An applied leadership course with a focus on case studies, projects and group interaction; includes theoretical background on group dynamics, small group behavior and motivation, power, types of groups, verbal and non-verbal communication skills and team-building. Emphasis will be placed on sociological and psychological dimensions of inter-group relations, including analysis and problem-solving through simulations, cases and similar activities which reflect a general business perspective, as well as leadership and group dynamics across a variety of business units/functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and MAN 3052 , and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3574 - Acquisition Management

Students will be exposed to the fundamentals of government acquisitions. This course provides conceptual material on government acquisitions, to include program planning, execution, and control. Students will be introduced to the elements of program risk and learn risk management techniques. The systems engineering process will be emphasized to include work breakdown structures, cost -- benefit analysis, and scheduling. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and GEB 3031 or MAN 3052 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3583 - Project Management

In this introductory Project Management course, students will be exposed to the fundamentals of general project management. This course provides conceptual material on project management techniques appropriate in system/subsystems management. Topics include project management functions, project manager roles and responsibilities, the project life cycle, and conflict resolution. Emphasis will be placed on project oversight issues across the various business units and functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and GEB 3031 or MAN 3052 are required. Knowledge of basic computer and keyboarding skills are

strongly recommended.

MAN 4931 - Capstone: Project Management

This seminar will build on the basic project management skills by introducing the basic tools used by project managers. The student will learn management techniques for project planning, budgeting, scheduling and control techniques, cost estimating and project management software applications. Students will be exposed to the relationship of purchasing and contracting with project management. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Project Management Emphasis: BUL 4333 , GEB 4454 , MAN 3120 , MAN 3583 , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Emphasis Requirements: 21

Total Emphasis Requirements: 21

Technical Electives*

ACG
BUL
GEB
HSA
ISM

MAC 2233 - Business Calculus

MAN
MAR

This is a calculus course covering limits, continuity, differentiation, and integration with emphasis on business applications. There is some mathematical theory; but, in general, topics are approached from an intuitive and applied point of view. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of MAC 1140 with a grade of "C" or better; or completion of MAC 1105 with a grade of "C" or better, and a "C" or better in another Gordon Rule Mathematics course; or appropriate placement score.

Technical Electives Course Requirements: 18

Technical Electives Course Requirements: 18

Total Upper Division Credits Required*: 60

Core Requirements

ACG 3083 - Accounting: Concepts and Practice

This course explores the preparation and use of accounting information. Topics include mathematical procedures related to business decisions; terms and processes associated with the accounting cycle; financial statements for the sole-proprietorship,

partnership and corporation; and foundations of managerial accounting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and ACG 2001 and MAC 2233 are recommended. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 3320 - Law and Business

An introduction to the legal setting in which modern business operates; emphasis is on public and regulatory law, basic contract law, the processes of administrative, statutory and common law and interstate commerce issues; includes an overview of the UCC and intellectual property. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3031 - Contemporary Business Practices

This course includes an orientation to and examination of opportunities and challenges facing managers in contemporary business organizations. Introduces the competencies of teamwork, communication, creative thinking, adapting to change, decision making and customer service through application to issues and problems across the general business spectrum. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3213 - Business and Administrative Communication

A comprehensive course in effective and efficient communications in the business world; includes preparation of reports, proposals and presentations, technical writing skills, composition of standard business documents including persuasive messages, sales letters, customer service correspondence, instructional memoranda, and policy and procedure development. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and ENC 1101 or departmental permission are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3434 - Ethics for Business Leaders

This course uses a case study approach to focus on the significant ethical and legal issues facing today's business leaders. The theoretical and philosophical background will be presented along with real-life examples of ethics in the workplace. Cases and readings will be used to develop both analysis and application skills in the following areas: corporate and personal decision making, organizational culture and reputation, social responsibility and social reporting, customer relations, employee relations, financial reporting, technology, privacy/confidentiality and communications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3444 - Business Trends and Issues

This course builds on the traditional themes and concepts of the general business area through specialized readings on trends and issues facing today's business and industry leaders. Students will read opinion pieces by noted in-field experts, as well as conduct basic research on contemporary issues such as information and workplace security, diversity in the workplace, outsourcing functions/services and global competition, with an eye to improving business operations. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

QMB 3250 - Quantitative Methods for Business Decisions

An examination of the quantitative methods, statistical concepts, and procedures used in business and finance including methods of maximization and minimization objective functions, the analysis and use of statistic methods for planning, decision making, and forecasting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Requirements: 21

Total Core Requirements: 21

Required Courses for the Emphasis in Project Management

BUL 4333 - Contract Formation and Administration

Students will be exposed to the differences in the public and private sector contracting environments. Emphasis will be placed on the fundamentals of contract formation including sealed bidding, negotiations, and best value methods. Students will learn the fundamentals of contract administration including inspection and acceptance, quality control, contract changes, and disputes. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and BUL 3320 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 4931 - Acquisition Law Seminar

This course addresses contract law as applicable to formation and administration of contracts with private and governmental agencies, with emphasis on the federal government. The following topics are also included: concepts of responsiveness and responsibility, bidding procedures, mistakes, negotiation procedures, changes, claims and dispute resolution. Students will explore the typical contracting problems that can lead to litigation. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and BUL 4333 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

FIN 4402 - Financial and Economic Management

This course addresses the application of contemporary theory and practice in business resource allocation. Topics include: capital budgeting, equity and capital financing, capital management, analysis of financial statements, pricing theory, management of working capital and other topics relevant to the acquisition, financing and management of business assets and business decision making. Both the economic and financial perspectives will be presented. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing and ACG 3083 are required. ECO 2013 , STA 2023 , and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 4454 - Business in a High Technology Environment

Presents the special challenges and opportunities of managing a high technology firm or a traditional entity operating in the high technology environment; addresses software/information security, recruiting technical personnel, outsourcing, equipment security, updating equipment, telecommuting and similar issues.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Prerequisite(s): Upper division standing and GEB 3031 (minimum passing grade of C) are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3052 - Management Philosophy and Practice

Choose two courses from the following: 6 credits

A comprehensive study of contrasting philosophies of management, current theories of leadership, management and supervision, as well as current trends and issues for business managers; focuses on applications and cases for development of competencies across all business functions and units; emphasis is placed on the cross-functional aspects of management, as well as the manager's need for a general business perspective. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3120 - Leadership and Group Dynamics

An applied leadership course with a focus on case studies, projects and group interaction; includes theoretical background on group dynamics, small group behavior and motivation, power, types of groups, verbal and non-verbal communication skills and team-building. Emphasis will be placed on sociological and psychological dimensions of inter-group relations, including analysis and problem-solving through simulations, cases and similar activities which reflect a general business perspective, as well as

leadership and group dynamics across a variety of business units/functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and MAN 3052 , and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3574 - Acquisition Management

Students will be exposed to the fundamentals of government acquisitions. This course provides conceptual material on government acquisitions, to include program planning, execution, and control. Students will be introduced to the elements of program risk and learn risk management techniques. The systems engineering process will be emphasized to include work breakdown structures, cost -- benefit analysis, and scheduling. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and GEB 3031 or MAN 3052 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3583 - Project Management

In this introductory Project Management course, students will be exposed to the fundamentals of general project management. This course provides conceptual material on project management techniques appropriate in system/subsystems management. Topics include project management functions, project manager roles and responsibilities, the project life cycle, and conflict resolution. Emphasis will be placed on project oversight issues across the various business units and functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and GEB 3031 or MAN 3052 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4931 - Capstone: Project Management

This seminar will build on the basic project management skills by introducing the basic tools used by project managers. The student will learn management techniques for project planning, budgeting, scheduling and control techniques, cost estimating and project management software applications. Students will be exposed to the relationship of purchasing and contracting with project management. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Project Management Emphasis: BUL 4333 , GEB 4454 , MAN 3120 , MAN 3583 , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Emphasis Requirements: 21

Total Emphasis Requirements: 21

Technical Electives*

ACG
BUL
GEB
HSA
ISM

MAC 2233 - Business Calculus

MAN
MAR

This is a calculus course covering limits, continuity, differentiation, and integration with emphasis on business applications. There is some mathematical theory; but, in general, topics are approached from an intuitive and applied point of view. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet

Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of MAC 1140 with a grade of "C" or better; or completion of MAC 1105 with a grade of "C" or better, and a "C" or better in another Gordon Rule Mathematics course; or appropriate placement score.

Technical Electives Course Requirements: 18

Technical Electives Course Requirements: 18

Total Upper Division Credits Required*: 60

Elementary Education (B.S.)

State CIP Code 1101312021

The first sixty credits in the following program of study are designed to prepare students not only for the A.A. degree, but also for the General Knowledge exam and Elementary Subject Area exam of the Florida Teacher Certification Exam (FTCE).

If you plan to be an elementary school teacher and are just beginning your A.A. degree, this program of study will best prepare you for that career choice. If you have already completed your A.A. degree and some of your general education courses differ from those listed below, your A.A. degree will still meet that component of the admission process; however, you may need to complete additional coursework, independent study, or workshops to be well prepared for the FTCE Elementary Subject Area exam. A passing score on the FTCE Elementary Subject Area exam is one of the graduation requirements for this degree. For a detailed summary of graduation requirements for this degree program, see the Bachelor of Science graduation requirement section.

Courses with the "C" designation include extra hours to accommodate field experiences.

Substitutions for any coursework in this program of study must be approved by the Teacher Education Program Director. Please note that some courses below may require lower division prerequisites not specified as program requirements. Requirements for Teacher Education programs may change due to legislative mandate. Candidates should request the most current requirements from the Teacher Education Program Director.

Lower Division (Associate Degree) Courses

General Education Course Requirements

Total General Education Credits Required: 36

Additional Lower Division Coursework

EEX 2010 - Introduction to Exceptional Children

Study of incidence, nature, etiology, law and services available in connection with learners with disabilities such as: intellectual and developmental disabilities, learning disabilities, attention deficit hyperactive disorder, emotional or behavioral disorder, autism spectrum disorder, communication disorders, deaf or hard of hearing, blind, physical disabilities, other health impairments, and gifted and talented.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ESC 1000 - Earth Science

This course provides an introduction to materials, processes, and interactions of Earth's global environments – the lithosphere (solid earth), hydrosphere (water earth), atmosphere (gaseous earth), and biosphere (living earth). It also includes a survey of sciences pertaining to the Earth, including basic astronomy, meteorology, oceanography, and geology.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

EVR 1001C - Environmental Science

A study of the physical and biological environment and man's ecology with emphasis upon contemporary biological problems.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Offered as needed) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

MAT 1033A - Intermediate Algebra

This is an intermediate algebra course designed to prepare students for general education mathematics/statistics courses. This course emphasizes concepts, techniques, and applications of the following major topics; factoring, algebraic functions, radicals and rational exponents, complex numbers, quadratic equations, rational equations, two-variable linear equations/inequalities and their graphs, systems of linear equations and inequalities, and an introduction to functions. This course may be used as an elective, but does not meet Gordon Rule requirements for B.A.S., A.A., or A.S. transfer students.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring mathematics achievement, successful completion of MAT 0028 with a grade of "C" or better, or exemption from placement testing.

Total Additional Lower Division Credits Required: 21

Total Additional Lower Division Credits Required: 21

State-Mandated Prerequisite

EDF 1005 - Introduction to the Teaching Profession (Elementary Education)

A study of the history, philosophy, and social context of education. The course will help the student think critically about the process of education and their role as an educator.During an eighteen hour field experience, the student will observe and participate an elementary educational setting. An additional fingerprinting cost may be associated with this course. If used to meet state prerequisite requirements for entry intoaBachelor ofTeacher Education program, this course requires a minimum grade of "C."

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

ENC 1101 AND MAC 1105 – minimum grade of "C" for both courses

Total State-Mandated Prerequisite Credits Required: 3

Total Lower Division (Associate Degree) Credits Required: 60

Additional Lower Division Coursework

EEX 2010 - Introduction to Exceptional Children

Study of incidence, nature, etiology, law and services available in connection with learners with disabilities such as: intellectual and developmental disabilities, learning disabilities, attention deficit hyperactive disorder, emotional or behavioral disorder, autism spectrum disorder, communication disorders, deaf or hard of hearing, blind, physical disabilities, other health impairments, and gifted and talented.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ESC 1000 - Earth Science

This course provides an introduction to materials, processes, and interactions of Earth's global environments – the lithosphere (solid earth), hydrosphere (water earth), atmosphere (gaseous earth), and biosphere (living earth). It also includes a survey of sciences pertaining to the Earth, including basic astronomy, meteorology, oceanography, and geology.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

EVR 1001C - Environmental Science

A study of the physical and biological environment and man's ecology with emphasis upon contemporary biological problems.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Offered as needed) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

MAT 1033A - Intermediate Algebra

This is an intermediate algebra course designed to prepare students for general education mathematics/statistics courses. This course emphasizes concepts, techniques, and applications of the following major topics; factoring, algebraic functions, radicals and rational exponents, complex numbers, quadratic equations, rational equations, two-variable linear equations/inequalities and their graphs, systems of linear equations and inequalities, and an introduction to functions. This course may be used as an elective, but does not meet Gordon Rule requirements for B.A.S., A.A., or A.S. transfer students.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring mathematics achievement, successful completion of MAT 0028 with a grade of "C" or better, or exemption from placement testing.

Total Additional Lower Division Credits Required: 21

Total Additional Lower Division Credits Required: 21

General Education Course Requirements

Total General Education Credits Required: 36

Total Lower Division (Associate Degree) Credits Required: 60

Total Lower Division (Associate Degree) Credits Required: 60

Upper Division Courses

Program Content Courses

EDE 4226C - Integrated Language Arts, Social Science and Literature

This course is designed to prepare candidates to teach language arts and social science in elementary classrooms. Teacher candidates will develop units of study that integrate literature, language arts, with social science content. Emphasis is on constructivist principles and methodology. Teacher candidates will plan and deliver standards-based language arts and social

science lessons designed to meet the needs of diverse learners including English language learners (ELLs) and students with exceptionalities. This course requires 18 hours of field experience in a K-6 classroom setting. Current background check (fingerprinting) acceptable to the district in which the field experience will take place is required for this course. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

EDE 4930C - Professional Elementary Educator

This course is designed to prepare the pre-service teacher to transition into the workplace. Includes resume writing, professional dress and demeanor, interview techniques, refining professional portfolio, class discussion of issues common to teacher interns, and review strategies for certification exams. This course requires a grade of "C" or better.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

EDF 3214 - Human Development and Learning

This course is designed to cover the principles of learning and student development with applications to learning/teaching situations. Identification and analysis of students' academic, physical, cognitive, emotional, motivational, and social development is to be emphasized. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

EDF 3430 - Measurement, Evaluation, and Assessment in Education

This course studies the basic principles and methods of measurement, evaluation, and methods of test construction. Students will interpret standardized test scores, construct teacher-made tests and other classroom assessments, and evaluate portfolio and performance assessment. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

EDG 3343 - Instructional Strategies

This course provides an overview of instructional models and strategies. Emphasis is placed on principles of state standards, instructional methods, and lesson planning and instruction. Students will develop knowledge of instructional models and lesson plan construction for effective implementation including the diverse student populations. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C

EDG 3410C - Classroom Management, School Safety, Law, and Ethics

Pre-service teachers are provided strategies for managing a safe, stimulating learning environment for all learners. This course emphasizes school safety, law, and ethics as they apply to schools, districts, and the learning environment. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a minimum grade of "C". Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

EDG 4940 - Internship

Supervised teaching in a public or private school. Student teaching assignments will be made by the department of teacher education field placement coordinator. This course requires a minimum grade of "C". Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 9 Credit Hours When Offered: (Fall) Prerequisite(s):

upper division standing with permission of department chair.
EDE 4223 OR EME 3410 , AND EDE 4226C , EDF 3214 , EDF 3430 , EDG 3410C , EDG 3343 , EEX 3070 , LAE 4343C , MAE 3350C , RED 3309C , RED 3511C , RED 4312 , RED 4519C , SCE 3350C , TSL 3081C , TSL 4140C

EEX 3070 - Methods of Inclusion and Collaboration

This course examines the basic identification techniques and strategies used to promote academic and social integration and interaction of "mainstreamed" exceptional students. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

EME 3410 - Integrating Technology in the Classroom

In this course, students will learn specific methods to design a technology-rich classroom for the 21st Century Learner. Students will explore models of technology integration, within math and science curricula, apps for classroom management, and technology tools for assistive/differentiated instruction. Students will learn how to perform administrative tasks more efficiently using cloud/web-based apps. Students will create technology-based products for the classroom utilizing learning management systems and applications. Individualization will allow each student to select and develop materials in their disciplines. The course requires a minimum grade of a "C."."

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3343 and EDG 3410C

LAE 4343C - Writing Across the Curriculum

This course prepares pre-service teachers by developing an understanding of the foundations of writing through the use of writers workshops and instructional strategies necessary to provide adequate instruction to emergent, novice, and transitional writers. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

MAE 3350C - Principles and Methods for Teaching Mathematics K-6

In this course, students will apply knowledge of teaching strategies, methods and materials for teaching mathematics in grades K-6. This course requires a minimum grade of "C". Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

RED 3309C - Early and Emergent Literacy K-2

This course is designed to increase the understanding of early literacy development and the conditions which promote total literacy from birth through lower elementary grades. Language theory and current research are used to shape informed practices regarding literacy development. Connections are made among all aspects of literacy learning: reading, writing, listening, speaking and attitude development. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
upper division standing

Prereq/Corequisites:
EDG 3410C and EDG 3343

RED 3511C - Intermediate Literacy 3-6: Reading and Thinking
This course combines the theory and practice in the teaching of reading/literacy in the elementary intermediate grades. Procedures for meeting individual differences, differentiated instruction, selected use of materials, and classroom organizations will be examined. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
RED 3309C and upperdivision standing

Prereq/Corequisites:
EDG 3410C and EDG 3343

RED 4312 - Integration of Assessment into Classroom Reading
This course introduces formal and informal methods and materials used to identify reading strengths and weaknesses of students. Emphasis is placed on integrating assessments into the curriculum to strengthen instructional strategies and student success. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
RED 3309C , RED 3511C and upper division standing

Prereq/Corequisites:
EDG 3410C and EDG 3343

RED 4519C - Diagnostic and Instructional Interventions in Reading
This course introduces formal and informal methods and materials used to identify reading strengths and weaknesses of students. Emphasis is placed on diagnosis of reading problems, administration of assessments, evaluation of results and planning instructional interventions to remediate reading difficulties. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
RED 3309C , RED 3511C and upperdivision standing

Prereq/Corequisites:
EDG 3410C and EDG 3343

RED 4854C - Reading Field Experience
This course provides application of knowledge of reading development to reading instruction. Emphasis is placed on increased reading proficiency for struggling students, including students with disabilities and students from diverse populations. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 2 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
RED 3309C , RED 3511C , RED 4312 , RED 4519C , upper division standing with permission of department chair

SCE 3350C - Principles and Methods for Teaching Science K-6
This course provides techniques, methods and materials of instruction for teaching science in grades K-6. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
upper division standing

Prereq/Corequisites:
EDG 3410C and EDG 3343

TSL 3081C - TESOL Issues and Practice
This course is designed to integrate the theories and principles of the Teaching of English to Speakers of Other Languages and applying them to classroom instruction. ESOL methodology and curriculum will be emphasized as they relate to current best

practice in ESOL instruction. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
upper division standing

Prereq/Corequisites:
EDG 3410C and EDG 3343

TSL 4140C - ESOL Methods, Curriculum and Assessment

This course is designed to build on the candidate's knowledge of applied linguistics and cross cultural communication. Candidates will extend their understanding of the role of language and culture in the classroom. This course will prepare candidates for effective planning, instruction, and assessment of ELLs in the classroom. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
TSL 3081C and upper division standing

Prereq/Corequisites:
EDG 3410C and EDG 3343

Total Upper Division Credits Required: 60

Total Upper Division Credits Required: 60

Upper Division Courses

Program Content Courses

EDE 4226C - Integrated Language Arts, Social Science and Literature

This course is designed to prepare candidates to teach language arts and social science in elementary classrooms. Teacher candidates will develop units of study that integrate literature, language arts, with social science content. Emphasis is on constructivist principles and methodology. Teacher candidates will plan and deliver standards-based language arts and social science lessons designed to meet the needs of diverse learners including English language learners (ELLs) and students with exceptionalities. This course requires 18 hours of field experience in a K-6 classroom setting. Current background check (fingerprinting) acceptable to the district in which the field experience will take place is required for this course. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
upper division standing

Prereq/Corequisites:
EDG 3410C and EDG 3343

EDE 4930C - Professional Elementary Educator

This course is designed to prepare the pre-service teacher to transition into the workplace. Includes resume writing, professional dress and demeanor, interview techniques, refining professional portfolio, class discussion of issues common to teacher interns, and review strategies for certification exams. This course requires a grade of "C" or better.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):
upper division standing

Prereq/Corequisites:
EDG 3410C and EDG 3343

EDF 3214 - Human Development and Learning

This course is designed to cover the principles of learning and student development with applications to learning/teaching situations. Identification and analysis of students' academic, physical, cognitive, emotional, motivational, and social development is to be emphasized. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

EDF 3430 - Measurement, Evaluation, and Assessment in Education

This course studies the basic principles and methods of measurement, evaluation, and methods of test construction. Students will interpret standardized test scores, construct teacher-made tests and other classroom assessments, and evaluate portfolio and performance assessment. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

EDG 3343 - Instructional Strategies

This course provides an overview of instructional models and strategies. Emphasis is placed on principles of state standards, instructional methods, and lesson planning and instruction. Students will develop knowledge of instructional models and lesson plan construction for effective implementation including the diverse student populations. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C

EDG 3410C - Classroom Management, School Safety, Law, and Ethics

Pre-service teachers are provided strategies for managing a safe, stimulating learning environment for all learners. This course emphasizes school safety, law, and ethics as they apply to schools, districts, and the learning environment. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a minimum grade of "C". Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

EDG 4940 - Internship

Supervised teaching in a public or private school. Student teaching assignments will be made by the department of teacher education field placement coordinator. This course requires a minimum grade of "C". Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 9 Credit Hours When Offered: (Fall) Prerequisite(s):

upper division standing with permission of department chair.
EDE 4223 OR EME 3410 , AND EDE 4226C , EDF 3214 , EDF 3430 , EDG 3410C , EDG 3343 , EEX 3070 , LAE 4343C , MAE 3350C , RED 3309C , RED 3511C , RED 4312 , RED 4519C , SCE 3350C , TSL 3081C , TSL 4140C

EEX 3070 - Methods of Inclusion and Collaboration

This course examines the basic identification techniques and strategies used to promote academic and social integration and interaction of "mainstreamed" exceptional students. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

EME 3410 - Integrating Technology in the Classroom

In this course, students will learn specific methods to design a technology-rich classroom for the 21st Century Learner. Students will explore models of technology integration, within math and science curricula, apps for classroom management, and technology tools for assistive/differentiated instruction. Students will learn how to perform administrative tasks more efficiently using cloud/web-based apps. Students will create technology-based products for the classroom utilizing learning management systems and applications. Individualization will allow each student to select and develop materials in their disciplines. The course requires a minimum grade of a "C."."

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3343 and EDG 3410C

LAE 4343C - Writing Across the Curriculum

This course prepares pre-service teachers by developing an understanding of the foundations of writing through the use of writers workshops and instructional strategies necessary to provide adequate instruction to emergent, novice, and transitional writers. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

MAE 3350C - Principles and Methods for Teaching Mathematics K-6

In this course, students will apply knowledge of teaching strategies, methods and materials for teaching mathematics in grades K-6. This course requires a minimum grade of "C". Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

RED 3309C - Early and Emergent Literacy K-2

This course is designed to increase the understanding of early literacy development and the conditions which promote total literacy from birth through lower elementary grades. Language theory and current research are used to shape informed practices regarding literacy development. Connections are made among all aspects of literacy learning: reading, writing, listening, speaking and attitude development. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

RED 3511C - Intermediate Literacy 3-6: Reading and Thinking

This course combines the theory and practice in the teaching of reading/literacy in the elementary intermediate grades. Procedures for meeting individual differences, differentiated instruction, selected use of materials, and classroom organizations will be examined. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

RED 3309C and upperdivision standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

RED 4312 - Integration of Assessment into Classroom Reading

This course introduces formal and informal methods and materials used to identify reading strengths and weaknesses of students. Emphasis is placed on integrating assessments into the curriculum to strengthen instructional strategies and student success. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course

requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

RED 3309C , RED 3511C and upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

RED 4519C - Diagnostic and Instructional Interventions in Reading

This course introduces formal and informal methods and materials used to identify reading strengths and weaknesses of students. Emphasis is placed on diagnosis of reading problems, administration of assessments, evaluation of results and planning instructional interventions to remediate reading difficulties. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

RED 3309C , RED 3511C and upperdivision standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

RED 4854C - Reading Field Experience

This course provides application of knowledge of reading development to reading instruction. Emphasis is placed on increased reading proficiency for struggling students, including students with disabilities and students from diverse populations. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 2 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

RED 3309C , RED 3511C , RED 4312 , RED 4519C , upper division standing with permission of department chair

SCE 3350C - Principles and Methods for Teaching Science K-6

This course provides techniques, methods and materials of instruction for teaching science in grades K-6. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

TSL 3081C - TESOL Issues and Practice

This course is designed to integrate the theories and principles of the Teaching of English to Speakers of Other Languages and applying them to classroom instruction. ESOL methodology and curriculum will be emphasized as they relate to current best practice in ESOL instruction. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

TSL 4140C - ESOL Methods, Curriculum and Assessment

This course is designed to build on the candidate's knowledge of applied linguistics and cross cultural communication. Candidates will extend their understanding of the role of language and culture in the classroom. This course will prepare candidates for effective planning, instruction, and assessment of ELLs in the classroom. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

TSL 3081C and upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

Total Upper Division Credits Required: 60

Total Upper Division Credits Required: 60

Total Program Credits Required: 120

Suggested Two Year Academic Plan

Upper Division Courses

Program Content Courses

EDE 4226C - Integrated Language Arts, Social Science and Literature

This course is designed to prepare candidates to teach language arts and social science in elementary classrooms. Teacher candidates will develop units of study that integrate literature, language arts, with social science content. Emphasis is on constructivist principles and methodology. Teacher candidates will plan and deliver standards-based language arts and social science lessons designed to meet the needs of diverse learners including English language learners (ELLs) and students with exceptionalities. This course requires 18 hours of field experience in a K-6 classroom setting. Current background check (fingerprinting) acceptable to the district in which the field experience will take place is required for this course. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

EDE 4930C - Professional Elementary Educator

This course is designed to prepare the pre-service teacher to transition into the workplace. Includes resume writing, professional dress and demeanor, interview techniques, refining professional portfolio, class discussion of issues common to teacher interns, and review strategies for certification exams. This course requires a grade of "C" or better.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

EDF 3214 - Human Development and Learning

This course is designed to cover the principles of learning and student development with applications to learning/teaching situations. Identification and analysis of students' academic, physical, cognitive, emotional, motivational, and social development is to be emphasized. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

EDF 3430 - Measurement, Evaluation, and Assessment in Education

This course studies the basic principles and methods of measurement, evaluation, and methods of test construction. Students will interpret standardized test scores, construct teacher-made tests and other classroom assessments, and evaluate portfolio and

performance assessment. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

EDG 3343 - Instructional Strategies

This course provides an overview of instructional models and strategies. Emphasis is placed on principles of state standards, instructional methods, and lesson planning and instruction. Students will develop knowledge of instructional models and lesson plan construction for effective implementation including the diverse student populations. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C

EDG 3410C - Classroom Management, School Safety, Law, and Ethics

Pre-service teachers are provided strategies for managing a safe, stimulating learning environment for all learners. This course emphasizes school safety, law, and ethics as they apply to schools, districts, and the learning environment. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a minimum grade of "C". Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

EDG 4940 - Internship

Supervised teaching in a public or private school. Student teaching assignments will be made by the department of teacher education field placement coordinator. This course requires a minimum grade of "C". Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 9 Credit Hours When Offered: (Fall) Prerequisite(s):

upper division standing with permission of department chair.
EDE 4223 OR EME 3410 , AND EDE 4226C , EDF 3214 , EDF 3430 , EDG 3410C , EDG 3343 , EEX 3070 , LAE 4343C , MAE 3350C , RED 3309C , RED 3511C , RED 4312 , RED 4519C , SCE 3350C , TSL 3081C , TSL 4140C

EEX 3070 - Methods of Inclusion and Collaboration

This course examines the basic identification techniques and strategies used to promote academic and social integration and interaction of "mainstreamed" exceptional students. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

EME 3410 - Integrating Technology in the Classroom

In this course, students will learn specific methods to design a technology-rich classroom for the 21st Century Learner. Students will explore models of technology integration, within math and science curricula, apps for classroom management, and technology tools for assistive/differentiated instruction. Students will learn how to perform administrative tasks more efficiently using cloud/web-based apps. Students will create technology-based products for the classroom utilizing learning management systems and applications. Individualization will allow each student to select and develop materials in their disciplines. The course requires a minimum grade of a "C."."

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3343 and EDG 3410C

LAE 4343C - Writing Across the Curriculum

This course prepares pre-service teachers by developing an understanding of the foundations of writing through the use of writers workshops and instructional strategies necessary to provide adequate instruction to emergent, novice, and transitional writers. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

MAE 3350C - Principles and Methods for Teaching Mathematics K-6

In this course, students will apply knowledge of teaching strategies, methods and materials for teaching mathematics in grades K-6. This course requires a minimum grade of "C". Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

RED 3309C - Early and Emergent Literacy K-2

This course is designed to increase the understanding of early literacy development and the conditions which promote total literacy from birth through lower elementary grades. Language theory and current research are used to shape informed practices regarding literacy development. Connections are made among all aspects of literacy learning: reading, writing, listening, speaking and attitude development. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

RED 3511C - Intermediate Literacy 3-6: Reading and Thinking

This course combines the theory and practice in the teaching of reading/literacy in the elementary intermediate grades. Procedures for meeting individual differences, differentiated instruction, selected use of materials, and classroom organizations will be examined. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

RED 3309C and upperdivision standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

RED 4312 - Integration of Assessment into Classroom Reading

This course introduces formal and informal methods and materials used to identify reading strengths and weaknesses of students. Emphasis is placed on integrating assessments into the curriculum to strengthen instructional strategies and student success. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

RED 3309C , RED 3511C and upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

RED 4519C - Diagnostic and Instructional Interventions in Reading

This course introduces formal and informal methods and materials used to identify reading strengths and weaknesses of students. Emphasis is placed on diagnosis of reading problems, administration of assessments, evaluation of results and planning instructional interventions to remediate reading difficulties. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better. Current background check

(fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

RED 3309C , RED 3511C and upperdivision standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

RED 4854C - Reading Field Experience

This course provides application of knowledge of reading development to reading instruction. Emphasis is placed on increased reading proficiency for struggling students, including students with disabilities and students from diverse populations. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 2 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

RED 3309C , RED 3511C , RED 4312 , RED 4519C , upper division standing with permission of department chair

SCE 3350C - Principles and Methods for Teaching Science K-6

This course provides techniques, methods and materials of instruction for teaching science in grades K-6. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

TSL 3081C - TESOL Issues and Practice

This course is designed to integrate the theories and principles of the Teaching of English to Speakers of Other Languages and applying them to classroom instruction. ESOL methodology and curriculum will be emphasized as they relate to current best practice in ESOL instruction. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

TSL 4140C - ESOL Methods, Curriculum and Assessment

This course is designed to build on the candidate's knowledge of applied linguistics and cross cultural communication. Candidates will extend their understanding of the role of language and culture in the classroom. This course will prepare candidates for effective planning, instruction, and assessment of ELLs in the classroom. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

TSL 3081C and upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

Total Upper Division Credits Required: 60

Total Upper Division Credits Required: 60

Accounting Technology (A.S.)

State CIP Code 1552030201

*This program is available fully online
Students who successfully complete selected courses from this program of study may be eligible to receive the college credit certificate in Accounting Technology Management (CCC) (State CIP Code 0552030205).

General Education

Total General Education Credits Required: 18

Total General Education Credits Required: 18

Total General Education Credits Required: 18

Total Program Credits Required: 60

Core Courses

ACG 2001 - Accounting I
This course covers the fundamental principles and procedures of double entry accounting as applied to the financial records of a business entity. The preparation of an income statement, statement of owner's equity and balance sheet are emphasized. Specific transactions and internal control associated with cash, accounts receivable and inventory will be examined in detail. The code of professional ethics will be highlighted throughout the course

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

ACG 2011 - Accounting II
This course covers recording specific transactions and internal control associated with investments, fixed assets, liabilities, international operations, and stockholders' equity. Emphasizing of the cash flow statement and the code of professional ethics throughout the course will be of focus.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
ACG 2001 is required and knowledge of basic computer and keyboarding skills are strongly recommended.
Prerequisites with minimum passing grade: C

ACG 2071 - Managerial Accounting
This course covers the basic principles of accounting techniques for the preparation of internal reports related to management of the firm and the interpretation of financial data useful in the decision-making process within the economic framework of the entity.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
ACG 2011 is required, and knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: C

ACG 2450 - Computer Applications for Accounting
An introductory course in computerized integrated accounting procedures found in the microcomputer environment. Includes application of software designed for general ledger, accounts payable and receivable, financial statement analysis, purchasing and sales order processing, fixed assets, payroll, inventory and departmental accounting.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
ACG 2001 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

ACO 1806 - Payroll Accounting
This course covers the introduction to the theory, laws, and procedures related to payroll activities of a business. Topics include payroll and personnel records, federal payroll laws, payroll operations, computerized payroll systems, and preparation of payroll

registers, earnings records, and payroll tax forms.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2001 is strongly recommended and knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: D

BUL 2241 - Business Law I

Introductory course in business law with objective of presenting the law underlying business transactions. Course includes the study of the Law of Contracts, the Law of Bailments, and the Law of Sales based on the Uniform Commercial Code. Recommended for Business degree students.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

ECO 2013 - Economics I

This course covers macroeconomics, its basic concepts and principles, national income accounting; fiscal and monetary policy and application, and growth economics. Basic math skills are required.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

ENC 2210 - Technical Report Writing

The course covers the fundamentals of technical report writing, mechanics, and style. Various types of reports are prepared and evaluated. The course also includes reading and analysis of technical literature as well as oral reporting.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

passing score on placement test.

GEB 1011 - Introduction to Business

Designed to give students a broad understanding of the nature of business and a preliminary idea of the various areas of business specialization.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MTB 1103 - Business Mathematics

This course presents basic principles used to solve everyday business problems, including a review of basic skills and business terminology. Topics in the course include the following: base, rate and percentage, trade and cash discounts, wage and salary administration, insurance (fire and automobile), depreciation and business profits, distribution of corporate dividends, simple interest and bank discount, and buying and selling of corporation bonds and stocks.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Completion of MAT 0028 with a "C" or better or satisfactory test scores. Knowledge of basic computer and keyboarding skills are strongly recommended.

TAX 2000 - Federal Income Tax: Individual

Federal Income Taxes. Determine income tax for individuals, interpretations of Internal Revenue Code and Regulation, tax planning and advisory service. Brief introduction to partnership, corporation, estate, and gift taxes. Extensive practice problems in individual income tax returns and research in tax questions.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

Total Core Credits Required: 33

Total Core Credits Required: 33

General Education

Total General Education Credits Required: 18

Total General Education Credits Required: 18

Total General Education Credits Required: 18

Technical Elective Courses

BUL 2242 - Business Law II

Course context explores laws relative to negotiable instruments, agency, partnerships, (includes study of Uniform Partnership Act), corporation law, creditors rights, consumer protection and insurance. Based on Uniform Commercial Code.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

BUL 2241 is required and knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: D

ECO 2023 - Economics II

This course covers microeconomics, including economic structures, price theory, factor markets, and general equilibrium. It also includes the economics of information, externalities, and other current national and international issues.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ECO 2013 is required and knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: D

GEB 1940 - Internship - Business

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired in the program of study. The student will work with a qualified work site supervisor on approved projects related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a unique set of objectives and assessments.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Active enrollment in an appropriate technical degree program and permission of the instructor. Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:

This course may be taken up to two times for credit.

* This college credit course is not intended for transfer and may not be applied toward the AA degree.

MAN 2021 - Management

Each function of management is analyzed and described in a systematic manner. Both the distilled experience of practical managers and the findings of scholars are presented. Other aspects of management are presented such as management process and concepts analysis of the technical knowledge and skills of managers, influences upon managerial decision-making process, and the psychological principles inherent in management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

HFT 2401 - Hospitality Industry Financial Accounting

Basic understanding of financial accounting and specifically Hospitality Industry accounting concepts and procedures used in

hotels, restaurants. Utilize POS system in class activities.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

Total Technical Elective Credits Required: 9

Total Technical Elective Credits Required: 9

Total Program Credits Required: 60

Total Program Credits Required: 60

General Education

Total General Education Credits Required: 18

Total General Education Credits Required: 18

Total General Education Credits Required: 18

Suggested Two Year Academic Plan

General Education

Total General Education Credits Required: 18

Total General Education Credits Required: 18

Total General Education Credits Required: 18

Core Courses

ACG 2001 - Accounting I

This course covers the fundamental principles and procedures of double entry accounting as applied to the financial records of a business entity. The preparation of an income statement, statement of owner's equity and balance sheet are emphasized. Specific transactions and internal control associated with cash, accounts receivable and inventory will be examined in detail. The code of

professional ethics will be highlighted throughout the course

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

ACG 2011 - Accounting II

This course covers recording specific transactions and internal control associated with investments, fixed assets, liabilities, international operations, and stockholders' equity. Emphasizing of the cash flow statement and the code of professional ethics throughout the course will be of focus.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2001 is required and knowledge of basic computer and keyboarding skills are strongly recommended.
Prerequisites with minimum passing grade: C

ACG 2071 - Managerial Accounting

This course covers the basic principles of accounting techniques for the preparation of internal reports related to management of the firm and the interpretation of financial data useful in the decision-making process within the economic framework of the entity.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2011 is required, and knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: C

ACG 2450 - Computer Applications for Accounting

An introductory course in computerized integrated accounting procedures found in the microcomputer environment. Includes application of software designed for general ledger, accounts payable and receivable, financial statement analysis, purchasing and sales order processing, fixed assets, payroll, inventory and departmental accounting.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2001 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

ACO 1806 - Payroll Accounting

This course covers the introduction to the theory, laws, and procedures related to payroll activities of a business. Topics include payroll and personnel records, federal payroll laws, payroll operations, computerized payroll systems, and preparation of payroll registers, earnings records, and payroll tax forms.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2001 is strongly recommended and knowledge of basic computer and keyboarding skills are strongly recommended.
Prerequisites with minimum passing grade: D

BUL 2241 - Business Law I

Introductory course in business law with objective of presenting the law underlying business transactions. Course includes the study of the Law of Contracts, the Law of Bailments, and the Law of Sales based on the Uniform Commercial Code. Recommended for Business degree students.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

ECO 2013 - Economics I

This course covers macroeconomics, its basic concepts and principles, national income accounting; fiscal and monetary policy and application, and growth economics. Basic math skills are required.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

ENC 2210 - Technical Report Writing

The course covers the fundamentals of technical report writing, mechanics, and style. Various types of reports are prepared and evaluated. The course also includes reading and analysis of technical literature as well as oral reporting.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

passing score on placement test.

GEB 1011 - Introduction to Business

Designed to give students a broad understanding of the nature of business and a preliminary idea of the various areas of business specialization.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

MTB 1103 - Business Mathematics

This course presents basic principles used to solve everyday business problems, including a review of basic skills and business terminology. Topics in the course include the following: base, rate and percentage, trade and cash discounts, wage and salary administration, insurance (fire and automobile), depreciation and business profits, distribution of corporate dividends, simple interest and bank discount, and buying and selling of corporation bonds and stocks.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Completion of MAT 0028 with a "C" or better or satisfactory test scores. Knowledge of basic computer and keyboarding skills are strongly recommended.

TAX 2000 - Federal Income Tax: Individual

Federal Income Taxes. Determine income tax for individuals, interpretations of Internal Revenue Code and Regulation, tax planning and advisory service. Brief introduction to partnership, corporation, estate, and gift taxes. Extensive practice problems in individual income tax returns and research in tax questions.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

Total Core Credits Required: 33

Total Core Credits Required: 33

Accounting Technology Management (CCC)

State CIP Code 0552030205
*This program is available fully online
Students who successfully complete this certificate may be eligible to receive credits towards the Accounting Technology (A.S.) degree (State CIP Code 1552030201).

Core Courses

ACG 2001 - Accounting I

This course covers the fundamental principles and procedures of double entry accounting as applied to the financial records of a business entity. The preparation of an income statement, statement of owner's equity and balance sheet are emphasized. Specific transactions and internal control associated with cash, accounts receivable and inventory will be examined in detail. The code of professional ethics will be highlighted throughout the course

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

ACG 2011 - Accounting II

This course covers recording specific transactions and internal control associated with investments, fixed assets, liabilities, international operations, and stockholders' equity. Emphasizing of the cash flow statement and the code of professional ethics throughout the course will be of focus.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
ACG 2001 is required and knowledge of basic computer and keyboarding skills are strongly recommended.
Prerequisites with minimum passing grade: C

ACG 2071 - Managerial Accounting

This course covers the basic principles of accounting techniques for the preparation of internal reports related to management of the firm and the interpretation of financial data useful in the decision-making process within the economic framework of the entity.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
ACG 2011 is required, and knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with

minimum passing grade: C

ACG 2450 - Computer Applications for Accounting

An introductory course in computerized integrated accounting procedures found in the microcomputer environment. Includes application of software designed for general ledger, accounts payable and receivable, financial statement analysis, purchasing and sales order processing, fixed assets, payroll, inventory and departmental accounting.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2001 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

ACO 1806 - Payroll Accounting

This course covers the introduction to the theory, laws, and procedures related to payroll activities of a business. Topics include payroll and personnel records, federal payroll laws, payroll operations, computerized payroll systems, and preparation of payroll registers, earnings records, and payroll tax forms.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2001 is strongly recommended and knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: D

ECO 2013 - Economics I

This course covers macroeconomics, its basic concepts and principles, national income accounting; fiscal and monetary policy and application, and growth economics. Basic math skills are required.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

GEB 1011 - Introduction to Business

Designed to give students a broad understanding of the nature of business and a preliminary idea of the various areas of business specialization.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MTB 1103 - Business Mathematics

This course presents basic principles used to solve everyday business problems, including a review of basic skills and business terminology. Topics in the course include the following: base, rate and percentage, trade and cash discounts, wage and salary administration, insurance (fire and automobile), depreciation and business profits, distribution of corporate dividends, simple interest and bank discount, and buying and selling of corporation bonds and stocks.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Completion of MAT 0028 with a "C" or better or satisfactory test scores. Knowledge of basic computer and keyboarding skills are strongly recommended.

TAX 2000 - Federal Income Tax: Individual

♦ Core General Education

Federal Income Taxes. Determine income tax for individuals, interpretations of Internal Revenue Code and Regulation, tax planning and advisory service. Brief introduction to partnership, corporation, estate, and gift taxes. Extensive practice problems in individual income tax returns and research in tax questions.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

Total Program Credits Required: 27

Core Courses

ACG 2001 - Accounting I

This course covers the fundamental principles and procedures of double entry accounting as applied to the financial records of a business entity. The preparation of an income statement, statement of owner's equity and balance sheet are emphasized. Specific transactions and internal control associated with cash, accounts receivable and inventory will be examined in detail. The code of professional ethics will be highlighted throughout the course

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

ACG 2011 - Accounting II

This course covers recording specific transactions and internal control associated with investments, fixed assets, liabilities, international operations, and stockholders' equity. Emphasizing of the cash flow statement and the code of professional ethics throughout the course will be of focus.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2001 is required and knowledge of basic computer and keyboarding skills are strongly recommended.
Prerequisites with minimum passing grade: C

ACG 2071 - Managerial Accounting

This course covers the basic principles of accounting techniques for the preparation of internal reports related to management of the firm and the interpretation of financial data useful in the decision-making process within the economic framework of the entity.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2011 is required, and knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: C

ACG 2450 - Computer Applications for Accounting

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Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2001 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

ACO 1806 - Payroll Accounting

This course covers the introduction to the theory, laws, and procedures related to payroll activities of a business. Topics include payroll and personnel records, federal payroll laws, payroll operations, computerized payroll systems, and preparation of payroll registers, earnings records, and payroll tax forms.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2001 is strongly recommended and knowledge of basic computer and keyboarding skills are strongly recommended.
Prerequisites with minimum passing grade: D

ECO 2013 - Economics I

This course covers macroeconomics, its basic concepts and principles, national income accounting; fiscal and monetary policy and application, and growth economics. Basic math skills are required.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

GEB 1011 - Introduction to Business

Designed to give students a broad understanding of the nature of business and a preliminary idea of the various areas of business specialization.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MTB 1103 - Business Mathematics

This course presents basic principles used to solve everyday business problems, including a review of basic skills and business terminology. Topics in the course include the following: base, rate and percentage, trade and cash discounts, wage and salary administration, insurance (fire and automobile), depreciation and business profits, distribution of corporate dividends, simple interest and bank discount, and buying and selling of corporation bonds and stocks.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Completion of MAT 0028 with a "C" or better or satisfactory test scores. Knowledge of basic computer and keyboarding skills are strongly recommended.

TAX 2000 - Federal Income Tax: Individual

♦ Core General Education

Federal Income Taxes. Determine income tax for individuals, interpretations of Internal Revenue Code and Regulation, tax planning and advisory service. Brief introduction to partnership, corporation, estate, and gift taxes. Extensive practice problems in individual income tax returns and research in tax questions.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

Suggested Academic Plan

Core Courses

ACG 2001 - Accounting I

This course covers the fundamental principles and procedures of double entry accounting as applied to the financial records of a business entity. The preparation of an income statement, statement of owner's equity and balance sheet are emphasized. Specific transactions and internal control associated with cash, accounts receivable and inventory will be examined in detail. The code of professional ethics will be highlighted throughout the course

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

ACG 2011 - Accounting II

This course covers recording specific transactions and internal control associated with investments, fixed assets, liabilities, international operations, and stockholders' equity. Emphasizing of the cash flow statement and the code of professional ethics throughout the course will be of focus.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
ACG 2001 is required and knowledge of basic computer and keyboarding skills are strongly recommended.
Prerequisites with minimum passing grade: C

ACG 2071 - Managerial Accounting

This course covers the basic principles of accounting techniques for the preparation of internal reports related to management of the firm and the interpretation of financial data useful in the decision-making process within the economic framework of the entity.

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Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
ACG 2001 is strongly recommended and knowledge of basic computer and keyboarding skills are strongly recommended.
Prerequisites with minimum passing grade: D

ECO 2013 - Economics I

This course covers macroeconomics, its basic concepts and principles, national income accounting; fiscal and monetary policy and application, and growth economics. Basic math skills are required.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

GEB 1011 - Introduction to Business

Designed to give students a broad understanding of the nature of business and a preliminary idea of the various areas of business specialization.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MTB 1103 - Business Mathematics

This course presents basic principles used to solve everyday business problems, including a review of basic skills and business terminology. Topics in the course include the following: base, rate and percentage, trade and cash discounts, wage and salary administration, insurance (fire and automobile), depreciation and business profits, distribution of corporate dividends, simple interest and bank discount, and buying and selling of corporation bonds and stocks.

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TAX 2000 - Federal Income Tax: Individual

♦ Core General Education

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Credit Hour(s): 3 Credit Hours When Offered: (Spring)

Total Program Credits Required: 27

Total Program Credits Required: 27

Audio Technology (Recording Arts) (CCC)

State CIP Code 0610020303

Students who successfully complete this program may apply these credits to the Music and Sound Production Technology (AS) degree (State CIP Code 1650091300).

Core Courses

MUM 2300 - Introduction to the Music Industry

This course is an introduction to the history, principles, and practices of the music industry. Topics will include music publishing, copyright, distribution, industry organization, producing, and general business functions.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

MUM 2600 - Recording Techniques I

This course is designed as an introduction to basic audio engineering and studio practices. Listening exercises, phychoacoustics, microphone characteristics, and studio etiquette will be studied. In addition the student will study techniques and practices and procedures of multi-track recording, acoustical balancing, editing, and over dubbing in a variety of situations.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prereq/Corequisites:
MUM 1620

MUM 2601 - Recording Techniques II

This course explores advanced multi-track recording skills and audio production techniques, edits, use of outboard equipment and live multi-track recording.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
MUM 1620 , MUM 2600 .

MUM 2604 - Multi-Track Mixdown (Post Production)

____ ____ Other Approved College Credits (MUL, MUM, MUN, MUS, MUT, MVB, MVK, MVP, MVS, MVV, MVW) 3 Credit Hours

This course explores the application of signal processing equipment as it relates to multi-track master mixdowns. In addition, software and hardware application of mixdown is applied to post-production practices.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
MUM 1620 , MUM 2600 , MUM 2601 .

Total Program Credits Required: 15

Core Courses

MUM 2300 - Introduction to the Music Industry

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Credit Hour(s): 3 Credit Hours When Offered: (Summer)

MUM 2600 - Recording Techniques I

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Credit Hour(s): 3 Credit Hours When Offered: (Summer)

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Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prereq/Corequisites:

MUM 1620

MUM 2601 - Recording Techniques II

This course explores advanced multi-track recording skills and audio production techniques, edits, use of outboard equipment and live multi-track recording.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
MUM 1620 , MUM 2600 .

MUM 2604 - Multi-Track Mixdown (Post Production)

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Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
MUM 1620 , MUM 2600 , MUM 2601 .

Total Program Credits Required: 15

Core Courses

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Credit Hour(s): 3 Credit Hours When Offered: (Summer)

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MUM 1620

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Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
MUM 1620 , MUM 2600 , MUM 2601 .

Total Program Credits Required: 15

Business Administration (A.S.)

State CIP Code 1552020102
*This program is available fully online
Students who successfully complete selected courses from this program of study may be eligible to receive the Business Management (CCC) (State CIP Code 0552070101) and/or Business Specialist (Human Resources) (CCC) (State CIP Code

1552020102) college credit certificates.

General Education

Total General Education Credits Required: 18

Technical Elective Courses

ACG 2011 - Accounting II

This course covers recording specific transactions and internal control associated with investments, fixed assets, liabilities, international operations, and stockholders' equity. Emphasizing of the cash flow statement and the code of professional ethics throughout the course will be of focus.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2001 is required and knowledge of basic computer and keyboarding skills are strongly recommended.
Prerequisites with minimum passing grade: C

ACG 2071 - Managerial Accounting

This course covers the basic principles of accounting techniques for the preparation of internal reports related to management of the firm and the interpretation of financial data useful in the decision-making process within the economic framework of the entity.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2011 is required, and knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: C

GEB 1940 - Internship - Business (can be completed two times for credit)

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired in the program of study. The student will work with a qualified work site supervisor on approved projects related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a unique set of objectives and assessments.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Active enrollment in an appropriate technical degree program and permission of the instructor. Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:

This course may be taken up to two times for credit.
* This college credit course is not intended for transfer and may not be applied toward the AA degree.

HFT 1000 - Introduction to Hospitality Management

Into to Hospitality Management explores the hospitality industry and various career paths available as an industry professional. Different segments of the hospitality and tourism industry are examined, including resorts, condominium, hotels, restaurants, special events, and membership based clubs. An introduction to hospitality operation functions provide students with an overview of ownership, service, marketing, revenue management, human resources, technology and emerging trends.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MKA 2021 - Professional Selling

Selling, correct attitudes and personal attributes for dealing with the public on a business or professional basis.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MKA 2511 - Introduction to Advertising

Advertising as a marketing tool, its planning, creation, and use. A survey of copy writing, layout, and media (newspapers, magazines, radio, television, films, etc.)

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 1161 - Customer Service

Designed to build and maintain the critical skills necessary to be a dynamic and successful professional. Students and front-line individuals who work with customers every day will develop strategies to create positive customer relationships. This course provides a practical approach to the thorny issues of customer dissatisfaction and will enable managers to keep service personnel focused on the organization's goals and objectives.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 1345 - Supervision I

The course presents the functions of a personnel manager, philosophy of general management, organizational structure, employer socioeconomic climate and career information. Included also are job descriptions and specifications, recruiting practices, applications, resumes, interviewing, placement, performance appraisals, wage and salary administration and other related topics.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 2100 - Organizational Behavior

Designed to help students develop an understanding of how they may be motivated to work together in greater harmony in all kinds of organizations. The basis of human motivation and how it is influenced by leadership, the organization itself, and the social environment in which the organization exists.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

HFT 1410 - Front Office Management

This course guides students through all the skills including directing the activities and solving the complex problems, needed to properly manage the front office of a hotel/motel/resort. The course also acquaints students with the operation of all the departments as they apply to their primary responsibility of selling rooms and serving guests.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

HFT 1500 - Marketing and Sales in the Hospitality Industry

How to sell and promote the many services the food service/lodging industries offer guests. Prepare and present the fundamentals of a marketing plan.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

FSS 1250C - Dining Room Management & Service

The class will learn and implement the service appropriate for restaurant a la carte dining. Focus on principles for dining service, sanitation and presentation of the dining room, review of menus and customer expectations and guest service will be covered.

Credit Hour(s): 4 Credit Hours When Offered: (Fall)

SBM 2000 - Small Business Management

This course provides students the opportunity to learn hands-on technical applications regarding entrepreneurship. It is designed for the student who is interested in the ownership and management of a small business enterprise.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

FSS 2284C - Catering, Banquet and Event Management

Students will be taught the logistics of preparation, production, transportation, and implementation of the catered event, including analysis of typical banquet/event contracts. Students learn to determine cost of the project. Emphasis is given to menu planning for various types of banquets, theme buffets, and physical management of floor lay-out and table setup. Training techniques for supervisors in dining room and banquet service is practiced. Development of stewarding and production checklists is practiced.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

Total Technical Elective Credits Required: 18

General Education

Total General Education Credits Required: 18

Core Courses

ACG 2001 - Accounting I

This course covers the fundamental principles and procedures of double entry accounting as applied to the financial records of a business entity. The preparation of an income statement, statement of owner's equity and balance sheet are emphasized. Specific transactions and internal control associated with cash, accounts receivable and inventory will be examined in detail. The code of professional ethics will be highlighted throughout the course

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

BUL 2241 - Business Law I

Introductory course in business law with objective of presenting the law underlying business transactions. Course includes the study of the Law of Contracts, the Law of Bailments, and the Law of Sales based on the Uniform Commercial Code. Recommended for Business degree students.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

ECO 2013 - Economics I

This course covers macroeconomics, its basic concepts and principles, national income accounting; fiscal and monetary policy and application, and growth economics. Basic math skills are required.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

ENC 2210 - Technical Report Writing

The course covers the fundamentals of technical report writing, mechanics, and style. Various types of reports are prepared and evaluated. The course also includes reading and analysis of technical literature as well as oral reporting.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

passing score on placement test.

GEB 1011 - Introduction to Business

Designed to give students a broad understanding of the nature of business and a preliminary idea of the various areas of business specialization.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 2430 - Business Ethics

This course addresses the legal, moral, and societal issues of ethical conduct in the business environment. Actual case studies are used to illustrate appropriate relationships among employers, employees, customers, stockholders, and other business stakeholders. Topics include: codes of ethics, laws and regulations related to ethics, conflict of interest, and moral philosophies associated with ethical conduct.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 2021 - Management

Each function of management is analyzed and described in a systematic manner. Both the distilled experience of practical managers and the findings of scholars are presented. Other aspects of management are presented such as management process

and concepts analysis of the technical knowledge and skills of managers, influences upon managerial decision-making process, and the psychological principles inherent in management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MAR 2011 - Introduction to Marketing

An introductory course in the field of marketing including a look at marketing as it exists in our economy today. Consideration of the market, the product, distribution channels. Special emphasis on the study of human behavior in marketing promotion.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Credits Required: 24

Total Core Credits Required: 24

Total Program Credits Required: 60

Core Courses

ACG 2001 - Accounting I

This course covers the fundamental principles and procedures of double entry accounting as applied to the financial records of a business entity. The preparation of an income statement, statement of owner's equity and balance sheet are emphasized. Specific transactions and internal control associated with cash, accounts receivable and inventory will be examined in detail. The code of professional ethics will be highlighted throughout the course

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

BUL 2241 - Business Law I

Introductory course in business law with objective of presenting the law underlying business transactions. Course includes the study of the Law of Contracts, the Law of Bailments, and the Law of Sales based on the Uniform Commercial Code. Recommended for Business degree students.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

ECO 2013 - Economics I

This course covers macroeconomics, its basic concepts and principles, national income accounting; fiscal and monetary policy and application, and growth economics. Basic math skills are required.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

ENC 2210 - Technical Report Writing

The course covers the fundamentals of technical report writing, mechanics, and style. Various types of reports are prepared and evaluated. The course also includes reading and analysis of technical literature as well as oral reporting.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

passing score on placement test.

GEB 1011 - Introduction to Business

Designed to give students a broad understanding of the nature of business and a preliminary idea of the various areas of business specialization.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 2430 - Business Ethics

This course addresses the legal, moral, and societal issues of ethical conduct in the business environment. Actual case studies are used to illustrate appropriate relationships among employers, employees, customers, stockholders, and other business stakeholders. Topics include: codes of ethics, laws and regulations related to ethics, conflict of interest, and moral philosophies associated with ethical conduct.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 2021 - Management

Each function of management is analyzed and described in a systematic manner. Both the distilled experience of practical managers and the findings of scholars are presented. Other aspects of management are presented such as management process and concepts analysis of the technical knowledge and skills of managers, influences upon managerial decision-making process, and the psychological principles inherent in management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MAR 2011 - Introduction to Marketing

An introductory course in the field of marketing including a look at marketing as it exists in our economy today. Consideration of the market, the product, distribution channels. Special emphasis on the study of human behavior in marketing promotion.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Credits Required: 24

Total Core Credits Required: 24

Technical Elective Courses

ACG 2011 - Accounting II

This course covers recording specific transactions and internal control associated with investments, fixed assets, liabilities, international operations, and stockholders' equity. Emphasizing of the cash flow statement and the code of professional ethics throughout the course will be of focus.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2001 is required and knowledge of basic computer and keyboarding skills are strongly recommended.
Prerequisites with minimum passing grade: C

ACG 2071 - Managerial Accounting

This course covers the basic principles of accounting techniques for the preparation of internal reports related to management of the firm and the interpretation of financial data useful in the decision-making process within the economic framework of the entity.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2011 is required, and knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: C

GEB 1940 - Internship - Business (can be completed two times for credit)

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired in the program of study. The student will work with a qualified work site supervisor on approved projects related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a

unique set of objectives and assessments.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Active enrollment in an appropriate technical degree program and permission of the instructor. Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:

This course may be taken up to two times for credit.

* This college credit course is not intended for transfer and may not be applied toward the AA degree.

HFT 1000 - Introduction to Hospitality Management

Into to Hospitality Management explores the hospitality industry and various career paths available as an industry professional. Different segments of the hospitality and tourism industry are examined, including resorts, condominium, hotels, restaurants, special events, and membership based clubs. An introduction to hospitality operation functions provide students with an overview of ownership, service, marketing, revenue management, human resources, technology and emerging trends.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MKA 2021 - Professional Selling

Selling, correct attitudes and personal attributes for dealing with the public on a business or professional basis.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MKA 2511 - Introduction to Advertising

Advertising as a marketing tool, its planning, creation, and use. A survey of copy writing, layout, and media (newspapers, magazines, radio, television, films, etc.)

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 1161 - Customer Service

Designed to build and maintain the critical skills necessary to be a dynamic and successful professional. Students and front-line individuals who work with customers every day will develop strategies to create positive customer relationships. This course provides a practical approach to the thorny issues of customer dissatisfaction and will enable managers to keep service personnel focused on the organization's goals and objectives.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 1345 - Supervision I

The course presents the functions of a personnel manager, philosophy of general management, organizational structure, employer socioeconomic climate and career information. Included also are job descriptions and specifications, recruiting practices, applications, resumes, interviewing, placement, performance appraisals, wage and salary administration and other related topics.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 2100 - Organizational Behavior

Designed to help students develop an understanding of how they may be motivated to work together in greater harmony in all kinds of organizations. The basis of human motivation and how it is influenced by leadership, the organization itself, and the social environment in which the organization exists.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

HFT 1410 - Front Office Management

This course guides students through all the skills including directing the activities and solving the complex problems, needed to properly manage the front office of a hotel/motel/resort. The course also acquaints students with the operation of all the departments as they apply to their primary responsibility of selling rooms and serving guests.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

HFT 1500 - Marketing and Sales in the Hospitality Industry

How to sell and promote the many services the food service/lodging industries offer guests. Prepare and present the fundamentals of a marketing plan.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

FSS 1250C - Dining Room Management & Service

The class will learn and implement the service appropriate for restaurant a la carte dining. Focus on principles for dining service, sanitation and presentation of the dining room, review of menus and customer expectations and guest service will be covered.

Credit Hour(s): 4 Credit Hours When Offered: (Fall)

SBM 2000 - Small Business Management

This course provides students the opportunity to learn hands-on technical applications regarding entrepreneurship. It is designed for the student who is interested in the ownership and management of a small business enterprise.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

FSS 2284C - Catering, Banquet and Event Management

Students will be taught the logistics of preparation, production, transportation, and implementation of the catered event, including analysis of typical banquet/event contracts. Students learn to determine cost of the project. Emphasis is given to menu planning for various types of banquets, theme buffets, and physical management of floor lay-out and table setup. Training techniques for supervisors in dining room and banquet service is practiced. Development of stewarding and production checklists is practiced.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

Total Technical Elective Credits Required: 18

Total Program Credits Required: 60

Suggested Two Year Academic Plan

Business Management (CCC)

State CIP Code 0552070101

*This program is available fully online

Students who successfully complete this certificate may be eligible to receive credits toward the Business Administration (A.S.) degree (CIP Code 1552020102).

Core Courses

ACG 2001 - Accounting I

This course covers the fundamental principles and procedures of double entry accounting as applied to the financial records of a business entity. The preparation of an income statement, statement of owner's equity and balance sheet are emphasized. Specific transactions and internal control associated with cash, accounts receivable and inventory will be examined in detail. The code of professional ethics will be highlighted throughout the course

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

ECO 2013 - Economics I

This course covers macroeconomics, its basic concepts and principles, national income accounting; fiscal and monetary policy and application, and growth economics. Basic math skills are required.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as

meeting the state Core General Education requirements.

GEB 1011 - Introduction to Business

Designed to give students a broad understanding of the nature of business and a preliminary idea of the various areas of business specialization.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 2021 - Management

♦ Core General Education

Each function of management is analyzed and described in a systematic manner. Both the distilled experience of practical managers and the findings of scholars are presented. Other aspects of management are presented such as management process and concepts analysis of the technical knowledge and skills of managers, influences upon managerial decision-making process, and the psychological principles inherent in management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Credits Required: 12

Total Program Credits Required: 24

Technical Elective Courses

ACG 2011 - Accounting II

This course covers recording specific transactions and internal control associated with investments, fixed assets, liabilities, international operations, and stockholders' equity. Emphasizing of the cash flow statement and the code of professional ethics throughout the course will be of focus.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2001 is required and knowledge of basic computer and keyboarding skills are strongly recommended.
Prerequisites with minimum passing grade: C

ACG 2071 - Managerial Accounting

This course covers the basic principles of accounting techniques for the preparation of internal reports related to management of the firm and the interpretation of financial data useful in the decision-making process within the economic framework of the entity.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2011 is required, and knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: C

BUL 2241 - Business Law I

Introductory course in business law with objective of presenting the law underlying business transactions. Course includes the study of the Law of Contracts, the Law of Bailments, and the Law of Sales based on the Uniform Commercial Code. Recommended for Business degree students.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 1940 - Internship - Business

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired in the program of study. The student will work with a qualified work site supervisor on approved projects related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship

experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a unique set of objectives and assessments.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Active enrollment in an appropriate technical degree program and permission of the instructor. Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:

This course may be taken up to two times for credit.
* This college credit course is not intended for transfer and may not be applied toward the AA degree.

GEB 2430 - Business Ethics

This course addresses the legal, moral, and societal issues of ethical conduct in the business environment. Actual case studies are used to illustrate appropriate relationships among employers, employees, customers, stockholders, and other business stakeholders. Topics include: codes of ethics, laws and regulations related to ethics, conflict of interest, and moral philosophies associated with ethical conduct.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Technical Elective Credits Required: 12

Total Technical Elective Credits Required: 12

Total Technical Elective Credits Required: 12

Core Courses

ACG 2001 - Accounting I

This course covers the fundamental principles and procedures of double entry accounting as applied to the financial records of a business entity. The preparation of an income statement, statement of owner's equity and balance sheet are emphasized. Specific transactions and internal control associated with cash, accounts receivable and inventory will be examined in detail. The code of professional ethics will be highlighted throughout the course

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

ECO 2013 - Economics I

This course covers macroeconomics, its basic concepts and principles, national income accounting; fiscal and monetary policy and application, and growth economics. Basic math skills are required.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

GEB 1011 - Introduction to Business

Designed to give students a broad understanding of the nature of business and a preliminary idea of the various areas of business specialization.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 2021 - Management

Each function of management is analyzed and described in a systematic manner. Both the distilled experience of practical managers and the findings of scholars are presented. Other aspects of management are presented such as management process and concepts analysis of the technical knowledge and skills of managers, influences upon managerial decision-making process, and the psychological principles inherent in management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Credits Required: 12

Technical Elective Courses

ACG 2011 - Accounting II

This course covers recording specific transactions and internal control associated with investments, fixed assets, liabilities, international operations, and stockholders' equity. Emphasizing of the cash flow statement and the code of professional ethics throughout the course will be of focus.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2001 is required and knowledge of basic computer and keyboarding skills are strongly recommended.
Prerequisites with minimum passing grade: C

ACG 2071 - Managerial Accounting

This course covers the basic principles of accounting techniques for the preparation of internal reports related to management of the firm and the interpretation of financial data useful in the decision-making process within the economic framework of the entity.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2011 is required, and knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: C

BUL 2241 - Business Law I

Introductory course in business law with objective of presenting the law underlying business transactions. Course includes the study of the Law of Contracts, the Law of Bailments, and the Law of Sales based on the Uniform Commercial Code. Recommended for Business degree students.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 1940 - Internship - Business

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired in the program of study. The student will work with a qualified work site supervisor on approved projects related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a unique set of objectives and assessments.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Active enrollment in an appropriate technical degree program and permission of the instructor. Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:

This course may be taken up to two times for credit.
* This college credit course is not intended for transfer and may not be applied toward the AA degree.

GEB 2430 - Business Ethics

This course addresses the legal, moral, and societal issues of ethical conduct in the business environment. Actual case studies are used to illustrate appropriate relationships among employers, employees, customers, stockholders, and other business

stakeholders. Topics include: codes of ethics, laws and regulations related to ethics, conflict of interest, and moral philosophies associated with ethical conduct.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Technical Elective Credits Required: 12

Total Technical Elective Credits Required: 12

Total Technical Elective Credits Required: 12

Total Program Credits Required: 24

Suggested Academic Plan

Child Care Center Management Specialization (CCC)

State CIP Code 0419070906
Students who successfully complete this certificate may be eligible to receive credits towards the Early Childhood Education (A.S.) degree (State CIP Code 1413121004).

Core Courses

DEP 2100 - Child Growth and Development
This course covers the growth and development of the child from conception through age five, including the physical, social, emotional and mental development of the young child, influence of environment, and principles and theories of development.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1001 - Introduction to Early Childhood Education
Study of principles and practices of programs for young children; current research in early childhood education, role of the teacher, and selection and use of equipment and materials for groups of young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1002 - Early Childhood Program Administration
This course provides the student with management and administrative skills related to child care services. Instruction includes: director responsibilities; staff selection, supervision, and evaluation; planning for budget, nutritional services, facility maintenance, health, and safety; and marketing techniques.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1309 - Early Childhood Education Foundations
Study of the techniques of using language arts, science, art, social studies, music, mathematics, and physical activities with young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Summer, Spring)

Total Program Credits Required: 12

Total Program Credits Required: 12

Core Courses

DEP 2100 - Child Growth and Development

This course covers the growth and development of the child from conception through age five, including the physical, social, emotional and mental development of the young child, influence of environment, and principles and theories of development.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1001 - Introduction to Early Childhood Education

Study of principles and practices of programs for young children; current research in early childhood education, role of the teacher, and selection and use of equipment and materials for groups of young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1002 - Early Childhood Program Administration

This course provides the student with management and administrative skills related to child care services. Instruction includes: director responsibilities; staff selection, supervision, and evaluation; planning for budget, nutritional services, facility maintenance, health, and safety; and marketing techniques.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1309 - Early Childhood Education Foundations

Study of the techniques of using language arts, science, art, social studies, music, mathematics, and physical activities with young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Summer, Spring)

Total Program Credits Required: 12

Total Program Credits Required: 12

Early Childhood Development Specialization (CCC)

State CIP Code 0419070904

Students who successfully complete this certificate may be eligible to receive credits towards the Early Childhood Education (A.S.) degree (State CIP Code 1413121004).

Core Courses

DEP 2100 - Child Growth and Development

This course covers the growth and development of the child from conception through age five, including the physical, social, emotional and mental development of the young child, influence of environment, and principles and theories of development.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1001 - Introduction to Early Childhood Education

Study of principles and practices of programs for young children; current research in early childhood education, role of the teacher, and selection and use of equipment and materials for groups of young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1002 - Early Childhood Program Administration

This course provides the student with management and administrative skills related to child care services. Instruction includes:

director responsibilities; staff selection, supervision, and evaluation; planning for budget, nutritional services, facility maintenance, health, and safety; and marketing techniques.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1201 - Infants and Toddlers

This course provides the student with information pertinent to the care of infants and toddlers. Special attention is given to selection of developmentally appropriate curriculum. Course work satisfies the Child Development Associate competency standards for Infant/Toddler.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1309 - Early Childhood Education Foundations

Study of the techniques of using language arts, science, art, social studies, music, mathematics, and physical activities with young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Summer, Spring)

EEC 1601 - Assessment in Early Childhood Education

Designed to increase objectivity and proficiency in observing and interpreting children's behavior in addition to increase awareness of normative patterns of children from birth through five years of age. Current background check (fingerprinting) as required by the Early Childhood program in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

EEC 1750 - Guidance for Young Children

A study of principles, methods, guidance and discipline techniques used to promote positive social development in young children; influence of environment and developmental level of child on social behavior.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring Summer)

EEC 1949 - Internship, Early Childhood Education

On-the-job training (OJT) in the Associate in Science degree program in which the student is enrolled. The student is under the supervision, at work, of a qualified supervisor appointed by the respective agency, who works with the NWFSC instructor regarding student's OJT objectives based on student's goals and prior training. The supervisor will rate the student's performance, knowledge, comprehension, dependability, initiative, cooperativeness based on OJT performance. NWFSC instructor will evaluate student OJT experience in consultation with agency supervisor regarding OJT performance and project paper on approved project submitted two weeks prior to close of semester. This course may be repeated four times for a total of 12 semester hours. Current background check (fingerprinting) as required by the Early Childhood program in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prereq/Corequisites:

EEC 1309 or EEC 1201 .

EEC 2220 - Language and Literacy Instruction In Early Childhood Education

Study of the principles, methods, and materials used to assist young children acquire basic skills to use language effectively and competently; evaluation and development of appropriate teaching materials to use with young children.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

EEC 1309

EEC 2222 - Math and Science Instruction In Early Childhood Education

Study of the basic concepts, methods, and materials of mathematics and science appropriate to the education of young children. Identification of the role of staff members in the center for the education of young children. Assignment with young children in community agencies.

Credit Hour(s): 3 Credit Hours When Offered: (Spring and as needed) Prerequisite(s):

EEC 1309 .

EEC 2732 - Child Nutrition, Health and Safety

Methods of meeting physical needs of young children through nutrition and good health practices. Recognition of childhood diseases and care of the handicapped child.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEX 2010 - Introduction to Exceptional Children

Study of incidence, nature, etiology, law and services available in connection with learners with disabilities such as: intellectual

and developmental disabilities, learning disabilities, attention deficit hyperactive disorder, emotional or behavioral disorder, autism spectrum disorder, communication disorders, deaf or hard of hearing, blind, physical disabilities, other health impairments, and gifted and talented.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

Total Core Credits Required: 36

Total Core Credits Required: 36

Total Core Credits Required: 36

Total Core Credits Required: 36

Total Program Credits Required: 36

Core Courses

DEP 2100 - Child Growth and Development

This course covers the growth and development of the child from conception through age five, including the physical, social, emotional and mental development of the young child, influence of environment, and principles and theories of development.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1001 - Introduction to Early Childhood Education

Study of principles and practices of programs for young children; current research in early childhood education, role of the teacher, and selection and use of equipment and materials for groups of young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1002 - Early Childhood Program Administration

This course provides the student with management and administrative skills related to child care services. Instruction includes: director responsibilities; staff selection, supervision, and evaluation; planning for budget, nutritional services, facility maintenance, health, and safety; and marketing techniques.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1201 - Infants and Toddlers

This course provides the student with information pertinent to the care of infants and toddlers. Special attention is given to selection of developmentally appropriate curriculum. Course work satisfies the Child Development Associate competency standards for Infant/Toddler.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1309 - Early Childhood Education Foundations

Study of the techniques of using language arts, science, art, social studies, music, mathematics, and physical activities with young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Summer, Spring)

EEC 1601 - Assessment in Early Childhood Education

Designed to increase objectivity and proficiency in observing and interpreting children's behavior in addition to increase awareness of normative patterns of children from birth through five years of age. Current background check (fingerprinting) as required by the

Early Childhood program in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

EEC 1750 - Guidance for Young Children

A study of principles, methods, guidance and discipline techniques used to promote positive social development in young children; influence of environment and developmental level of child on social behavior.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring Summer)

EEC 1949 - Internship, Early Childhood Education

On-the-job training (OJT) in the Associate in Science degree program in which the student is enrolled. The student is under the supervision, at work, of a qualified supervisor appointed by the respective agency, who works with the NWFSC instructor regarding student's OJT objectives based on student's goals and prior training. The supervisor will rate the student's performance, knowledge, comprehension, dependability, initiative, cooperativeness based on OJT performance. NWFSC instructor will evaluate student OJT experience in consultation with agency supervisor regarding OJT performance and project paper on approved project submitted two weeks prior to close of semester. This course may be repeated four times for a total of 12 semester hours. Current background check (fingerprinting) as required by the Early Childhood program in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prereq/Corequisites:

EEC 1309 or EEC 1201 .

EEC 2220 - Language and Literacy Instruction In Early Childhood Education

Study of the principles, methods, and materials used to assist young children acquire basic skills to use language effectively and competently; evaluation and development of appropriate teaching materials to use with young children.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

EEC 1309

EEC 2222 - Math and Science Instruction In Early Childhood Education

Study of the basic concepts, methods, and materials of mathematics and science appropriate to the education of young children. Identification of the role of staff members in the center for the education of young children. Assignment with young children in community agencies.

Credit Hour(s): 3 Credit Hours When Offered: (Spring and as needed) Prerequisite(s):

EEC 1309 .

EEC 2732 - Child Nutrition, Health and Safety

Methods of meeting physical needs of young children through nutrition and good health practices. Recognition of childhood diseases and care of the handicapped child.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEX 2010 - Introduction to Exceptional Children

Study of incidence, nature, etiology, law and services available in connection with learners with disabilities such as: intellectual and developmental disabilities, learning disabilities, attention deficit hyperactive disorder, emotional or behavioral disorder, autism spectrum disorder, communication disorders, deaf or hard of hearing, blind, physical disabilities, other health impairments, and gifted and talented.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

Total Core Credits Required: 36

Total Core Credits Required: 36

Total Core Credits Required: 36

Total Core Credits Required: 36

Total Program Credits Required: 36

Total Program Credits Required: 36

Core Courses

DEP 2100 - Child Growth and Development

This course covers the growth and development of the child from conception through age five, including the physical, social, emotional and mental development of the young child, influence of environment, and principles and theories of development.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1001 - Introduction to Early Childhood Education

Study of principles and practices of programs for young children; current research in early childhood education, role of the teacher, and selection and use of equipment and materials for groups of young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1002 - Early Childhood Program Administration

This course provides the student with management and administrative skills related to child care services. Instruction includes: director responsibilities; staff selection, supervision, and evaluation; planning for budget, nutritional services, facility maintenance, health, and safety; and marketing techniques.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1201 - Infants and Toddlers

This course provides the student with information pertinent to the care of infants and toddlers. Special attention is given to selection of developmentally appropriate curriculum. Course work satisfies the Child Development Associate competency standards for Infant/Toddler.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1309 - Early Childhood Education Foundations

Study of the techniques of using language arts, science, art, social studies, music, mathematics, and physical activities with young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Summer, Spring)

EEC 1601 - Assessment in Early Childhood Education

Designed to increase objectivity and proficiency in observing and interpreting children's behavior in addition to increase awareness of normative patterns of children from birth through five years of age. Current background check (fingerprinting) as required by the Early Childhood program in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

EEC 1750 - Guidance for Young Children

A study of principles, methods, guidance and discipline techniques used to promote positive social development in young children; influence of environment and developmental level of child on social behavior.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring Summer)

EEC 1949 - Internship, Early Childhood Education

On-the-job training (OJT) in the Associate in Science degree program in which the student is enrolled. The student is under the supervision, at work, of a qualified supervisor appointed by the respective agency, who works with the NWFSC instructor regarding student's OJT objectives based on student's goals and prior training. The supervisor will rate the student's performance, knowledge, comprehension, dependability, initiative, cooperativeness based on OJT performance. NWFSC instructor will evaluate

student OJT experience in consultation with agency supervisor regarding OJT performance and project paper on approved project submitted two weeks prior to close of semester. This course may be repeated four times for a total of 12 semester hours. Current background check (fingerprinting) as required by the Early Childhood program in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prereq/Corequisites:
EEC 1309 or EEC 1201 .

EEC 2220 - Language and Literacy Instruction In Early Childhood Education

Study of the principles, methods, and materials used to assist young children acquire basic skills to use language effectively and competently; evaluation and development of appropriate teaching materials to use with young children.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
EEC 1309

EEC 2222 - Math and Science Instruction In Early Childhood Education

Study of the basic concepts, methods, and materials of mathematics and science appropriate to the education of young children. Identification of the role of staff members in the center for the education of young children. Assignment with young children in community agencies.

Credit Hour(s): 3 Credit Hours When Offered: (Spring and as needed) Prerequisite(s):
EEC 1309 .

EEC 2732 - Child Nutrition, Health and Safety

Methods of meeting physical needs of young children through nutrition and good health practices. Recognition of childhood diseases and care of the handicapped child.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEX 2010 - Introduction to Exceptional Children

Study of incidence, nature, etiology, law and services available in connection with learners with disabilities such as: intellectual and developmental disabilities, learning disabilities, attention deficit hyperactive disorder, emotional or behavioral disorder, autism spectrum disorder, communication disorders, deaf or hard of hearing, blind, physical disabilities, other health impairments, and gifted and talented.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

Total Core Credits Required: 36

Total Core Credits Required: 36

Total Core Credits Required: 36

Total Core Credits Required: 36

Total Program Credits Required: 36

CNC Machinist/Fabricator (CCC)

State CIP Code 0648051002
Students who successfully complete this certificate may be eligible to receive credits towards the Engineering Technology - Mechanical Design & Fabrication Specialization Option (A.S.) degree (State CIP Code 1615000001).

Core Courses

PMT 1203C - Introduction to Machining

This course introduces the student to basic mechanic fundamentals. Instructional topics will include hand tool identification and application, fabrication machine identification and application, drill press identification and application, and shop safety.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

PMT 1250C - Introduction to CNC Machining

The history and development of CNC (computer numerical control). Programming methods are reviewed with the emphasis of skills placed on programming, milling, drilling and turning with M and G code preparation. Manual and computer assisted programming are also reviewed. Students will program, set up and operate full size CNC machines found in our manufacturing lab. Projects will be assigned to students with an expectation of performing these tasks on manufacturing equipment.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

PMT 2261C - CNC Machining I

This course provides training in cnc machine operation and programming. The student will gain technical knowledge and programming methods employed in cnc machining centers. CNC machine programming, set-up and operations are taught using computer and hands on applications. Metal fabrication processes are taught through lectures, demonstration and student generated projects. Completion of this course offers students technical skills as a cnc operator processes to be applied in various machining and fabrication industries.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

PMT 1250C or equivalent.

PMT 2262C - CNC Machining II

This course will offer students a working knowledge of Solidworks and Solidworks Cam. An in-depth study of Cad/Cam software, CNC processing methods and the set-up of CNC machining centers. The course lectures and lab offer students hands-on applications using Solidworks generated projects processed with Solidworks cam tool path software to generate various projects. The student will also learn to calculate machining feeds and speeds, edit CNC programs and part production for mill and lathe.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

PMT 2261C or eqivalent experience.

Total Program Credits Required: 12

Total Program Credits Required: 12

Suggested Academic Plan

Computer Programmer (CCC)

State CIP Code 0511020200

Students who successfully complete this certificate may be eligible to receive credits towards the Computer Programming and Analysis (A.S.) degree (State CIP Code 1511020101).

Core Courses

CIS 1000 - Introduction to Computer Science

A broad survey of computing and computer science topics appropriate for computer science, computer engineering, and information systems students. Math placement at the college algebra level strongly advised.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 1000 - Introduction to Programming Concepts and Logic

General survey of programming/problem solving techniques. Includes an introduction to structured programming. Algorithm development will employ the use of a modern programming language.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2010 - Visual Basic Programming

This course introduces programming in Visual Basic.Net. The student will learn to create innovative and dynamic data structures using Rapid Application Development techniques. Topics to be discussed include: graphical user interface development and object-oriented programming.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2030 - Programming In Python

An Introduction to Python programming language using microcomputers. Topics include Python basics, use of Python control and data structures, use of Python function, Python 110, and implementation of basic programming tasks.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2220 - Programming in C

An introduction to C programming language using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2224 - Programming in C++

An introduction to C++ programming using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2360 - Programming in C Sharp (C#)

An introduction to the C# programming language using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2700 - Introduction to SQL

An introduction to SQL and the design and creation of object-oriented databases (using SQL). Topics include storing, retrieving, updating and displaying data using Structured Query Language (SQL).

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
COP 1000 is required. Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2800 - Introduction to Java Programming

An introduction to programming using the Java language. Students will develop and apply individual programs.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 1411 - Data Structures and Algorithms

This course is intended to be a first course on data structures and algorithms. As such it deals with abstract data types and data structures. It also introduces writing algorithms and problem solving.

Credit Hour(s): 3 Credit Hours When Offered: Fall Prereq/Corequisites:
CIS 1000

Total Core Credits Required: 30

Total Core Credits Required: 30

Technical Elective Courses

CGS 2541 - Introduction to Database Concepts

The aim of this course is to provide an introduction to data modeling and the design and implementation of relational databases and to extend the students' understanding of the principles and techniques used in the design and implementation of modern database systems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

COP 2176 - Visual Basic ADO.Net

The aim of this course is to provide an advanced level of knowledge in database programming using visual basics ado.net, using normalization, object and relational types, modeling, data validation, and structured query language (sql) in creating database applications.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

COP 1000 , minimum C

COP 2840 - Web-based Programming I

This course is designed to extend the student's understanding of web-based programming techniques, and give them practical experience in the use of a range of technologies for creating e-Commerce applications.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Technical Elective Credits Required: 3

Total Program Credits Required: 33

Core Courses

CIS 1000 - Introduction to Computer Science

A broad survey of computing and computer science topics appropriate for computer science, computer engineering, and information systems students. Math placement at the college algebra level strongly advised.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 1000 - Introduction to Programming Concepts and Logic

General survey of programming/problem solving techniques. Includes an introduction to structured programming. Algorithm development will employ the use of a modern programming language.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2010 - Visual Basic Programming

This course introduces programming in Visual Basic.Net. The student will learn to create innovative and dynamic data structures using Rapid Application Development techniques. Topics to be discussed include: graphical user interface development and object-oriented programming.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2030 - Programming In Python

An Introduction to Python programming language using microcomputers. Topics include Python basics, use of Python control and data structures, use of Python function, Python 110, and implementation of basic programming tasks.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2220 - Programming in C

An introduction to C programming language using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2224 - Programming in C++

An introduction to C++ programming using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2360 - Programming in C Sharp (C#)

An introduction to the C# programming language using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2700 - Introduction to SQL

An introduction to SQL and the design and creation of object-oriented databases (using SQL). Topics include storing, retrieving, updating and displaying data using Structured Query Language (SQL).

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required. Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2800 - Introduction to Java Programming

An introduction to programming using the Java language. Students will develop and apply individual programs.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 1411 - Data Structures and Algorithms

This course is intended to be a first course on data structures and algorithms. As such it deals with abstract data types and data structures. It also introduces writing algorithms and problem solving.

Credit Hour(s): 3 Credit Hours When Offered: Fall Prereq/Corequisites:

CIS 1000

Total Core Credits Required: 30

Total Core Credits Required: 30

Suggested Academic Plan

Core Courses

CIS 1000 - Introduction to Computer Science

A broad survey of computing and computer science topics appropriate for computer science, computer engineering, and information systems students. Math placement at the college algebra level strongly advised.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 1000 - Introduction to Programming Concepts and Logic

General survey of programming/problem solving techniques. Includes an introduction to structured programming. Algorithm development will employ the use of a modern programming language.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2010 - Visual Basic Programming

This course introduces programming in Visual Basic.Net. The student will learn to create innovative and dynamic data structures using Rapid Application Development techniques. Topics to be discussed include: graphical user interface development and object-oriented programming.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2030 - Programming In Python

An Introduction to Python programming language using microcomputers. Topics include Python basics, use of Python control and data structures, use of Python function, Python 110, and implementation of basic programming tasks.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2220 - Programming in C

An introduction to C programming language using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2224 - Programming in C++

An introduction to C++ programming using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2360 - Programming in C Sharp (C#)

An introduction to the C# programming language using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2700 - Introduction to SQL

An introduction to SQL and the design and creation of object-oriented databases (using SQL). Topics include storing, retrieving, updating and displaying data using Structured Query Language (SQL).

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required. Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2800 - Introduction to Java Programming

An introduction to programming using the Java language. Students will develop and apply individual programs.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 1411 - Data Structures and Algorithms

This course is intended to be a first course on data structures and algorithms. As such it deals with abstract data types and data structures. It also introduces writing algorithms and problem solving.

Credit Hour(s): 3 Credit Hours When Offered: Fall Prereq/Corequisites:

CIS 1000

Total Core Credits Required: 30

Total Core Credits Required: 30

Computer Programming and Analysis (A.S.)

State CIP Code 1511020101
Students who successfully complete selected courses from this program of study may be eligible to receive the college credit certificate in Computer Programmer (CCC) (State CIP Code 0511020200) and/or Computer Programming Specialist (CCC) (State CIP Code 0511020103).

General Education

Total General Education Credits Required: 18

Total General Education Credits Required: 18

Total General Education Credits Required: 18

Core Courses

CIS 1000 - Introduction to Computer Science
A broad survey of computing and computer science topics appropriate for computer science, computer engineering, and information systems students. Math placement at the college algebra level strongly advised.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 1000 - Introduction to Programming Concepts and Logic
General survey of programming/problem solving techniques. Includes an introduction to structured programming. Algorithm development will employ the use of a modern programming language.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2010 - Visual Basic Programming
This course introduces programming in Visual Basic.Net. The student will learn to create innovative and dynamic data structures using Rapid Application Development techniques. Topics to be discussed include: graphical user interface development and object-oriented programming.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2030 - Programming In Python
An Introduction to Python programming language using microcomputers. Topics include Python basics, use of Python control and data structures, use of Python function, Python 110, and implementation of basic programming tasks.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2220 - Programming in C
An introduction to C programming language using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2224 - Programming in C++

An introduction to C++ programming using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2360 - Programming in C Sharp (C#)

An introduction to the C# programming language using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2700 - Introduction to SQL

An introduction to SQL and the design and creation of object-oriented databases (using SQL). Topics include storing, retrieving, updating and displaying data using Structured Query Language (SQL).

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required. Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2800 - Introduction to Java Programming

An introduction to programming using the Java language. Students will develop and apply individual programs.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 1411 - Data Structures and Algorithms

This course is intended to be a first course on data structures and algorithms. As such it deals with abstract data types and data structures. It also introduces writing algorithms and problem solving.

Credit Hour(s): 3 Credit Hours When Offered: Fall Prereq/Corequisites:

CIS 1000

Total Core Credits Required: 30

Total Core Credits Required: 30

Technical Elective Courses

CGS 2541 - Introduction to Database Concepts

The aim of this course is to provide an introduction to data modeling and the design and implementation of relational databases and to extend the students' understanding of the principles and techniques used in the design and implementation of modern database systems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

CGS 2820 - Web Design

This course introduces programming in techniques associated with web-based languages. The student will learn to create innovative and useful window programs. Topics to be discussed include variables, string handling, loops and arrays, formatting techniques, labels, buttons, menus, loading and saving, error handling, graphics and linking applications.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2176 - Visual Basic ADO.Net

The aim of this course is to provide an advanced level of knowledge in database programming using visual basics ado.net, using normalization, object and relational types, modeling, data validation, and structured query language (sql) in creating database applications.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

COP 1000 , minimum C

COP 2840 - Web-based Programming I

This course is designed to extend the student's understanding of web-based programming techniques, and give them practical

experience in the use of a range of technologies for creating e-Commerce applications.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Technical Elective Credits Required: 12

Total Program Credits Required: 60

Total Program Credits Required: 60

Suggested Two Year Academic Plan

Total Program Credits Required: 60

Total Program Credits Required: 60

Core Courses

CIS 1000 - Introduction to Computer Science

A broad survey of computing and computer science topics appropriate for computer science, computer engineering, and information systems students. Math placement at the college algebra level strongly advised.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 1000 - Introduction to Programming Concepts and Logic

General survey of programming/problem solving techniques. Includes an introduction to structured programming. Algorithm development will employ the use of a modern programming language.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2010 - Visual Basic Programming

This course introduces programming in Visual Basic.Net. The student will learn to create innovative and dynamic data structures using Rapid Application Development techniques. Topics to be discussed include: graphical user interface development and object-oriented programming.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2030 - Programming In Python

An Introduction to Python programming language using microcomputers. Topics include Python basics, use of Python control and data structures, use of Python function, Python 110, and implementation of basic programming tasks.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2220 - Programming in C

An introduction to C programming language using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2224 - Programming in C++

An introduction to C++ programming using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2360 - Programming in C Sharp (C#)

An introduction to the C# programming language using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2700 - Introduction to SQL

An introduction to SQL and the design and creation of object-oriented databases (using SQL). Topics include storing, retrieving, updating and displaying data using Structured Query Language (SQL).

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required. Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2800 - Introduction to Java Programming

An introduction to programming using the Java language. Students will develop and apply individual programs.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 1411 - Data Structures and Algorithms

This course is intended to be a first course on data structures and algorithms. As such it deals with abstract data types and data structures. It also introduces writing algorithms and problem solving.

Credit Hour(s): 3 Credit Hours When Offered: Fall Prereq/Corequisites:

CIS 1000

Total Core Credits Required: 30

Total Core Credits Required: 30

Total Program Credits Required: 60

General Education

Total General Education Credits Required: 18

Total General Education Credits Required: 18

Total General Education Credits Required: 18

Technical Elective Courses

CGS 2541 - Introduction to Database Concepts

The aim of this course is to provide an introduction to data modeling and the design and implementation of relational databases and to extend the students' understanding of the principles and techniques used in the design and implementation of modern database systems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

CGS 2820 - Web Design

This course introduces programming in techniques associated with web-based languages. The student will learn to create innovative and useful window programs. Topics to be discussed include variables, string handling, loops and arrays, formatting techniques, labels, buttons, menus, loading and saving, error handling, graphics and linking applications.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2176 - Visual Basic ADO.Net

The aim of this course is to provide an advanced level of knowledge in database programming using visual basics ado.net, using normalization, object and relational types, modeling, data validation, and structured query language (sql) in creating database applications.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

COP 1000 , minimum C

COP 2840 - Web-based Programming I

This course is designed to extend the student's understanding of web-based programming techniques, and give them practical experience in the use of a range of technologies for creating e-Commerce applications.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Technical Elective Credits Required: 12

Computer Programming Specialist (CCC)

State CIP Code 0511020103

Students who successfully complete this certificate may be eligible to receive credits towards the Computer Programming and Analysis (A.S.) degree (State CIP Code 1511020101).

Core Courses

CIS 1000 - Introduction to Computer Science

A broad survey of computing and computer science topics appropriate for computer science, computer engineering, and information systems students. Math placement at the college algebra level strongly advised.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 1000 - Introduction to Programming Concepts and Logic

General survey of programming/problem solving techniques. Includes an introduction to structured programming. Algorithm development will employ the use of a modern programming language.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2030 - Programming In Python

An Introduction to Python programming language using microcomputers. Topics include Python basics, use of Python control and data structures, use of Python function, Python 110, and implementation of basic programming tasks.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2220 - Programming in C

An introduction to C programming language using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2224 - Programming in C++
An introduction to C++ programming using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2800 - Introduction to Java Programming
An introduction to programming using the Java language. Students will develop and apply individual programs.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Credits Required: 18

Total Core Credits Required: 18

Total Core Credits Required: 18

Total Core Credits Required: 18

Total Core Credits Required: 18

Total Program Credits Required: 18

Suggested Academic Plan

Correctional Officer (Basic) (CCP)

State CIP Code 0743010200
Entry into Criminal Justice Certificate Programs requires meeting the standards as established by the Criminal Justice Standards and Training Commission and the Florida Department of Law Enforcement for employment. A copy of these requirements will be furnished by the Public Safety Division at NWFSC.

Core Courses

CJK 0031 - First Aid for Criminal Justice Officers
This course is a component of the Law Enforcement and Correctional Officer Academy. This course is designed to prepare prospective police officers to apply first responder knowledge and techniques to medical emergency situations. This course includes classroom instruction and hands-on practical demonstration. This course is open only to students admitted to the Law Enforcement or the Correctional Officer Academy.

Credit Hour(s): 48 Clock Hours/1.60 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0040 - Criminal Justice Firearms

This course is a component of the Florida Law Enforcement or Correctional Officer Academy. This course is designed to give the student basic skills and knowledge needed to safety operate a firearm, and shoot a handgun, and shotgun and/or rifle with a prescribed degree of accuracy. This course includes classroom instruction and firing range practice/qualification. This course is open only to students admitted to the Florida Law Enforcement or Correctional Officer Academy.

Credit Hour(s): 80 Clock Hours/2.67 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0051 - Criminal Justice Defensive Tactics

This course is a component of the Florida Law Enforcement or Correctional Officer Academy. It is designed to prepare prospective officers to control subjects and defend themselves using appropriate defensive tactics in accordance with Florida State Statue, the United States Constitution, and case law. This course includes classroom instruction and practical physical exercises and demonstrations. This course is open only to students admitted to the Florida Law Enforcement or Correctional Officer Academy.

Credit Hour(s): 80 Clock Hours/2.67 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0300 - Introduction to Corrections

This course introduces students to the legal and ethical responsibilities of a correctional officer. Legal terms and definitions are explained. This course is open only to students admitted to the Correctional Officer Basic Recruit Academy.

Credit Hour(s): 33 Clock Hours/1.10 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0305 - CJSTC Communications

This course covers the entire report writing process. Topics include interview and interrogation, interpersonal communication, and practical exercises. This course is open only to students admitted to the Correctional Officer Basic Recruit Academy.

Credit Hour(s): 42 Clock Hours/1.40 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0310 - Officer Safety

Correctional officer safety procedures are learned. Students will learn to identify potential hazards and learn how to safely respond. This course is open only to students admitted to the Correctional Officer Basic Recruit Academy.

Credit Hour(s): 12 Clock Hours/0.40 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college

credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0315 - Facility and Equipment

Students learn the appropriate procedures for inspecting a correctional facility and equipment. This course is open only to students admitted to the Correctional Officer Basic Recruit Academy.

Credit Hour(s): 12 Clock Hours/0.40 Vocational Credit When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0320 - Intake and Release

Students learn the appropriate procedures for admitting and releasing inmates in a correctional facility. This course is open only to students admitted to the Correctional Officer Basic Recruit Academy.

Credit Hour(s): 18 Clock Hours 0.60 Vocational Credit When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0325 - Supervising in a Correctional Facility

Students learn the appropriate procedures for supervising inmates in a correctional facility. They also learn to detect crimes and rule violations in various correctional facility settings. This course is open only to students admitted to the Correctional Officer Basic Recruit Academy.

Credit Hour(s): 42 Clock Hours/1.40 Vocational Credit When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0330 - Supervising Special Populations

Students learn how to identify and supervise special population groups, such as threat groups, juveniles, elderly, and mentally ill inmates. This course is open only to students admitted to the Correctional Officer Basic Recruit Academy.

Credit Hour(s): 21 Clock Hours/0.70 Vocational Credit When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0335 - Responding to Incidents and Emergencies

Students learn how to identify and respond to situations involving escapes, riots, bomb threats, fires, and medical emergencies in a correctional facility. This course is open only to students admitted to the Correctional Officer Basic Recruit Academy.

Credit Hour(s): 18 Clock Hours/0.60 Vocational Credit When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0340 - Corrections CCP Physical Fitness

This course is a component of the Law Enforcement Florida CMS and Correctional Officer Basic Recruit Academies. It is designed to encourage students to improve their overall physical fitness, improve their score on the final fitness evaluation, and adopt a foundation for lifelong fitness. This course is open only to students admitted to the Law Enforcement Florida CMS Basic Recruit

Academy or Correctional Officer Basic Recruit Academy.

Credit Hour(s): 30 Clock Hours/1.00 Vocational Credit When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

Total Program Hours Required: 436

Suggested Academic Plan

Early Childhood Education (A.S.)

Offered Online
State CIP Code 1413121004
Students who successfully complete selected courses from this program of study may be eligible to receive the college credit certificate in Early Childhood Development Specialization (CCC) (State CIP Code 0419070904), Child Care Center Management Specialization (CCC) (State CIP Code 0419070906), Infant/Toddler Specialization (CCC) (State CIP Code 0419070907), and/or Preschool Specialization (CCC) (State CIP Code 0419070908).

General Education

Total General Education Credits Required: 18

Core Courses

DEP 2100 - Child Growth and Development

This course covers the growth and development of the child from conception through age five, including the physical, social, emotional and mental development of the young child, influence of environment, and principles and theories of development.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1001 - Introduction to Early Childhood Education

Study of principles and practices of programs for young children; current research in early childhood education, role of the teacher, and selection and use of equipment and materials for groups of young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1002 - Early Childhood Program Administration

This course provides the student with management and administrative skills related to child care services. Instruction includes: director responsibilities; staff selection, supervision, and evaluation; planning for budget, nutritional services, facility maintenance, health, and safety; and marketing techniques.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1201 - Infants and Toddlers

This course provides the student with information pertinent to the care of infants and toddlers. Special attention is given to selection of developmentally appropriate curriculum. Course work satisfies the Child Development Associate competency standards for Infant/Toddler.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1309 - Early Childhood Education Foundations

Study of the techniques of using language arts, science, art, social studies, music, mathematics, and physical activities with young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Summer, Spring)

EEC 1401 - The Family In Early Childhood Education

This course is comprehensive in scope, emphasizing skills and concepts of parenting which include: adjustment to parental roles; parent-child communication, care, growth, and development of children; cultivating strong families; special concerns; alternative family structures; educational institutions working effectively with parents; and agencies and legislation affecting children and parents.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1601 - Assessment in Early Childhood Education

Designed to increase objectivity and proficiency in observing and interpreting children's behavior in addition to increase awareness of normative patterns of children from birth through five years of age. Current background check (fingerprinting) as required by the Early Childhood program in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

EEC 1750 - Guidance for Young Children

A study of principles, methods, guidance and discipline techniques used to promote positive social development in young children; influence of environment and developmental level of child on social behavior.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring Summer)

EEC 1949 - Internship, Early Childhood Education

On-the-job training (OJT) in the Associate in Science degree program in which the student is enrolled. The student is under the supervision, at work, of a qualified supervisor appointed by the respective agency, who works with the NWFSC instructor regarding student's OJT objectives based on student's goals and prior training. The supervisor will rate the student's performance, knowledge, comprehension, dependability, initiative, cooperativeness based on OJT performance. NWFSC instructor will evaluate student OJT experience in consultation with agency supervisor regarding OJT performance and project paper on approved project submitted two weeks prior to close of semester. This course may be repeated four times for a total of 12 semester hours. Current background check (fingerprinting) as required by the Early Childhood program in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prereq/Corequisites:

EEC 1309 or EEC 1201 .

EEC 2220 - Language and Literacy Instruction In Early Childhood Education

Study of the principles, methods, and materials used to assist young children acquire basic skills to use language effectively and competently; evaluation and development of appropriate teaching materials to use with young children.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

EEC 1309

EEC 2222 - Math and Science Instruction In Early Childhood Education

Study of the basic concepts, methods, and materials of mathematics and science appropriate to the education of young children. Identification of the role of staff members in the center for the education of young children. Assignment with young children in community agencies.

Credit Hour(s): 3 Credit Hours When Offered: (Spring and as needed) Prerequisite(s):

EEC 1309 .

EEC 2732 - Child Nutrition, Health and Safety

Methods of meeting physical needs of young children through nutrition and good health practices. Recognition of childhood diseases and care of the handicapped child.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEX 2010 - Introduction to Exceptional Children

Study of incidence, nature, etiology, law and services available in connection with learners with disabilities such as: intellectual and developmental disabilities, learning disabilities, attention deficit hyperactive disorder, emotional or behavioral disorder, autism spectrum disorder, communication disorders, deaf or hard of hearing, blind, physical disabilities, other health impairments, and gifted and talented.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

EDF 1005A - Introduction to the Teaching Profession (Early Childhood Education)

A study of the history, philosophy, and social context of education. The course will help the student think critically about the process of education and their role as an educator.During an eighteen hour field experience, the student will observe and participate in an early childhood educational setting. An additional fingerprinting cost may be associated with this course. If used to meet state prerequisite requirements for entry into the Bachelor of Early Childhood Education program, this course requires a minimum grade of "C."

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

Total Core Credits Required: 42

Core Courses

DEP 2100 - Child Growth and Development

This course covers the growth and development of the child from conception through age five, including the physical, social, emotional and mental development of the young child, influence of environment, and principles and theories of development.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1001 - Introduction to Early Childhood Education

Study of principles and practices of programs for young children; current research in early childhood education, role of the teacher, and selection and use of equipment and materials for groups of young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1002 - Early Childhood Program Administration

This course provides the student with management and administrative skills related to child care services. Instruction includes: director responsibilities; staff selection, supervision, and evaluation; planning for budget, nutritional services, facility maintenance, health, and safety; and marketing techniques.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1201 - Infants and Toddlers

This course provides the student with information pertinent to the care of infants and toddlers. Special attention is given to selection of developmentally appropriate curriculum. Course work satisfies the Child Development Associate competency standards for Infant/Toddler.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1309 - Early Childhood Education Foundations

Study of the techniques of using language arts, science, art, social studies, music, mathematics, and physical activities with young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Summer, Spring)

EEC 1401 - The Family In Early Childhood Education

This course is comprehensive in scope, emphasizing skills and concepts of parenting which include: adjustment to parental roles; parent-child communication, care, growth, and development of children; cultivating strong families; special concerns; alternative family structures; educational institutions working effectively with parents; and agencies and legislation affecting children and parents.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1601 - Assessment in Early Childhood Education

Designed to increase objectivity and proficiency in observing and interpreting children's behavior in addition to increase awareness of normative patterns of children from birth through five years of age. Current background check (fingerprinting) as required by the Early Childhood program in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

EEC 1750 - Guidance for Young Children

A study of principles, methods, guidance and discipline techniques used to promote positive social development in young children; influence of environment and developmental level of child on social behavior.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring Summer)

EEC 1949 - Internship, Early Childhood Education

On-the-job training (OJT) in the Associate in Science degree program in which the student is enrolled. The student is under the supervision, at work, of a qualified supervisor appointed by the respective agency, who works with the NWFSC instructor regarding student's OJT objectives based on student's goals and prior training. The supervisor will rate the student's performance, knowledge, comprehension, dependability, initiative, cooperativeness based on OJT performance. NWFSC instructor will evaluate student OJT experience in consultation with agency supervisor regarding OJT performance and project paper on approved project submitted two weeks prior to close of semester. This course may be repeated four times for a total of 12 semester hours. Current background check (fingerprinting) as required by the Early Childhood program in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prereq/Corequisites:

EEC 1309 or EEC 1201 .

EEC 2220 - Language and Literacy Instruction In Early Childhood Education

Study of the principles, methods, and materials used to assist young children acquire basic skills to use language effectively and competently; evaluation and development of appropriate teaching materials to use with young children.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

EEC 1309

EEC 2222 - Math and Science Instruction In Early Childhood Education

Study of the basic concepts, methods, and materials of mathematics and science appropriate to the education of young children. Identification of the role of staff members in the center for the education of young children. Assignment with young children in community agencies.

Credit Hour(s): 3 Credit Hours When Offered: (Spring and as needed) Prerequisite(s):

EEC 1309 .

EEC 2732 - Child Nutrition, Health and Safety

Methods of meeting physical needs of young children through nutrition and good health practices. Recognition of childhood diseases and care of the handicapped child.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEX 2010 - Introduction to Exceptional Children

Study of incidence, nature, etiology, law and services available in connection with learners with disabilities such as: intellectual and developmental disabilities, learning disabilities, attention deficit hyperactive disorder, emotional or behavioral disorder, autism spectrum disorder, communication disorders, deaf or hard of hearing, blind, physical disabilities, other health impairments, and gifted and talented.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

EDF 1005A - Introduction to the Teaching Profession (Early Childhood Education)

A study of the history, philosophy, and social context of education. The course will help the student think critically about the process of education and their role as an educator.During an eighteen hour field experience, the student will observe and participate in an early childhood educational setting. An additional fingerprinting cost may be associated with this course. If used to meet state prerequisite requirements for entry into the Bachelor of Early Childhood Education program, this course requires a minimum grade of "C."

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

Total Core Credits Required: 42

Total Program Credits Required: 60

Core Courses

DEP 2100 - Child Growth and Development

This course covers the growth and development of the child from conception through age five, including the physical, social, emotional and mental development of the young child, influence of environment, and principles and theories of development.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1001 - Introduction to Early Childhood Education

Study of principles and practices of programs for young children; current research in early childhood education, role of the teacher, and selection and use of equipment and materials for groups of young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1002 - Early Childhood Program Administration

This course provides the student with management and administrative skills related to child care services. Instruction includes: director responsibilities; staff selection, supervision, and evaluation; planning for budget, nutritional services, facility maintenance, health, and safety; and marketing techniques.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1201 - Infants and Toddlers

This course provides the student with information pertinent to the care of infants and toddlers. Special attention is given to selection of developmentally appropriate curriculum. Course work satisfies the Child Development Associate competency standards for Infant/Toddler.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1309 - Early Childhood Education Foundations

Study of the techniques of using language arts, science, art, social studies, music, mathematics, and physical activities with young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Summer, Spring)

EEC 1401 - The Family In Early Childhood Education

This course is comprehensive in scope, emphasizing skills and concepts of parenting which include: adjustment to parental roles; parent-child communication, care, growth, and development of children; cultivating strong families; special concerns; alternative family structures; educational institutions working effectively with parents; and agencies and legislation affecting children and parents.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1601 - Assessment in Early Childhood Education

Designed to increase objectivity and proficiency in observing and interpreting children's behavior in addition to increase awareness of normative patterns of children from birth through five years of age. Current background check (fingerprinting) as required by the Early Childhood program in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

EEC 1750 - Guidance for Young Children

A study of principles, methods, guidance and discipline techniques used to promote positive social development in young children; influence of environment and developmental level of child on social behavior.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring Summer)

EEC 1949 - Internship, Early Childhood Education

On-the-job training (OJT) in the Associate in Science degree program in which the student is enrolled. The student is under the supervision, at work, of a qualified supervisor appointed by the respective agency, who works with the NWFSC instructor regarding student's OJT objectives based on student's goals and prior training. The supervisor will rate the student's performance, knowledge, comprehension, dependability, initiative, cooperativeness based on OJT performance. NWFSC instructor will evaluate student OJT experience in consultation with agency supervisor regarding OJT performance and project paper on approved project submitted two weeks prior to close of semester. This course may be repeated four times for a total of 12 semester hours. Current background check (fingerprinting) as required by the Early Childhood program in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prereq/Corequisites:
EEC 1309 or EEC 1201 .

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Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
EEC 1309

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Study of the basic concepts, methods, and materials of mathematics and science appropriate to the education of young children. Identification of the role of staff members in the center for the education of young children. Assignment with young children in community agencies.

Credit Hour(s): 3 Credit Hours When Offered: (Spring and as needed) Prerequisite(s):
EEC 1309 .

EEC 2732 - Child Nutrition, Health and Safety

Methods of meeting physical needs of young children through nutrition and good health practices. Recognition of childhood diseases and care of the handicapped child.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

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Study of incidence, nature, etiology, law and services available in connection with learners with disabilities such as: intellectual and developmental disabilities, learning disabilities, attention deficit hyperactive disorder, emotional or behavioral disorder, autism spectrum disorder, communication disorders, deaf or hard of hearing, blind, physical disabilities, other health impairments, and gifted and talented.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

EDF 1005A - Introduction to the Teaching Profession (Early Childhood Education)

A study of the history, philosophy, and social context of education. The course will help the student think critically about the process of education and their role as an educator.During an eighteen hour field experience, the student will observe and participate in an early childhood educational setting. An additional fingerprinting cost may be associated with this course. If used to meet state prerequisite requirements for entry into the Bachelor of Early Childhood Education program, this course requires a minimum grade of "C."

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

Total Core Credits Required: 42

Total Program Credits Required: 60

Core Courses

DEP 2100 - Child Growth and Development

This course covers the growth and development of the child from conception through age five, including the physical, social, emotional and mental development of the young child, influence of environment, and principles and theories of development.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1001 - Introduction to Early Childhood Education

Study of principles and practices of programs for young children; current research in early childhood education, role of the teacher, and selection and use of equipment and materials for groups of young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1002 - Early Childhood Program Administration

This course provides the student with management and administrative skills related to child care services. Instruction includes: director responsibilities; staff selection, supervision, and evaluation; planning for budget, nutritional services, facility maintenance, health, and safety; and marketing techniques.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1201 - Infants and Toddlers

This course provides the student with information pertinent to the care of infants and toddlers. Special attention is given to selection of developmentally appropriate curriculum. Course work satisfies the Child Development Associate competency standards for Infant/Toddler.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1309 - Early Childhood Education Foundations

Study of the techniques of using language arts, science, art, social studies, music, mathematics, and physical activities with young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Summer, Spring)

EEC 1401 - The Family In Early Childhood Education

This course is comprehensive in scope, emphasizing skills and concepts of parenting which include: adjustment to parental roles; parent-child communication, care, growth, and development of children; cultivating strong families; special concerns; alternative family structures; educational institutions working effectively with parents; and agencies and legislation affecting children and parents.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1601 - Assessment in Early Childhood Education

Designed to increase objectivity and proficiency in observing and interpreting children's behavior in addition to increase awareness of normative patterns of children from birth through five years of age. Current background check (fingerprinting) as required by the Early Childhood program in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

EEC 1750 - Guidance for Young Children

A study of principles, methods, guidance and discipline techniques used to promote positive social development in young children; influence of environment and developmental level of child on social behavior.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring Summer)

EEC 1949 - Internship, Early Childhood Education

On-the-job training (OJT) in the Associate in Science degree program in which the student is enrolled. The student is under the supervision, at work, of a qualified supervisor appointed by the respective agency, who works with the NWFSC instructor regarding student's OJT objectives based on student's goals and prior training. The supervisor will rate the student's performance, knowledge, comprehension, dependability, initiative, cooperativeness based on OJT performance. NWFSC instructor will evaluate student OJT experience in consultation with agency supervisor regarding OJT performance and project paper on approved project submitted two weeks prior to close of semester. This course may be repeated four times for a total of 12 semester hours. Current background check (fingerprinting) as required by the Early Childhood program in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prereq/Corequisites:

EEC 1309 or EEC 1201 .

EEC 2220 - Language and Literacy Instruction In Early Childhood Education

Study of the principles, methods, and materials used to assist young children acquire basic skills to use language effectively and competently; evaluation and development of appropriate teaching materials to use with young children.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

EEC 1309

EEC 2222 - Math and Science Instruction In Early Childhood Education

Study of the basic concepts, methods, and materials of mathematics and science appropriate to the education of young children. Identification of the role of staff members in the center for the education of young children. Assignment with young children in community agencies.

Credit Hour(s): 3 Credit Hours When Offered: (Spring and as needed) Prerequisite(s):
EEC 1309 .

EEC 2732 - Child Nutrition, Health and Safety

Methods of meeting physical needs of young children through nutrition and good health practices. Recognition of childhood diseases and care of the handicapped child.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEX 2010 - Introduction to Exceptional Children

Study of incidence, nature, etiology, law and services available in connection with learners with disabilities such as: intellectual and developmental disabilities, learning disabilities, attention deficit hyperactive disorder, emotional or behavioral disorder, autism spectrum disorder, communication disorders, deaf or hard of hearing, blind, physical disabilities, other health impairments, and gifted and talented.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

EDF 1005A - Introduction to the Teaching Profession (Early Childhood Education)

A study of the history, philosophy, and social context of education. The course will help the student think critically about the process of education and their role as an educator.During an eighteen hour field experience, the student will observe and participate in an early childhood educational setting. An additional fingerprinting cost may be associated with this course. If used to meet state prerequisite requirements for entry into the Bachelor of Early Childhood Education program, this course requires a minimum grade of "C."

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

Total Core Credits Required: 42

Suggested Two Year Academic Plan

General Education

Total General Education Credits Required: 18

Core Courses

DEP 2100 - Child Growth and Development

This course covers the growth and development of the child from conception through age five, including the physical, social, emotional and mental development of the young child, influence of environment, and principles and theories of development.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1001 - Introduction to Early Childhood Education

Study of principles and practices of programs for young children; current research in early childhood education, role of the teacher, and selection and use of equipment and materials for groups of young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1002 - Early Childhood Program Administration

This course provides the student with management and administrative skills related to child care services. Instruction includes: director responsibilities; staff selection, supervision, and evaluation; planning for budget, nutritional services, facility maintenance, health, and safety; and marketing techniques.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1201 - Infants and Toddlers

This course provides the student with information pertinent to the care of infants and toddlers. Special attention is given to selection of developmentally appropriate curriculum. Course work satisfies the Child Development Associate competency standards for Infant/Toddler.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1309 - Early Childhood Education Foundations

Study of the techniques of using language arts, science, art, social studies, music, mathematics, and physical activities with young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Summer, Spring)

EEC 1401 - The Family In Early Childhood Education

This course is comprehensive in scope, emphasizing skills and concepts of parenting which include: adjustment to parental roles; parent-child communication, care, growth, and development of children; cultivating strong families; special concerns; alternative family structures; educational institutions working effectively with parents; and agencies and legislation affecting children and parents.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1601 - Assessment in Early Childhood Education

Designed to increase objectivity and proficiency in observing and interpreting children's behavior in addition to increase awareness of normative patterns of children from birth through five years of age. Current background check (fingerprinting) as required by the Early Childhood program in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

EEC 1750 - Guidance for Young Children

A study of principles, methods, guidance and discipline techniques used to promote positive social development in young children; influence of environment and developmental level of child on social behavior.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring Summer)

EEC 1949 - Internship, Early Childhood Education

On-the-job training (OJT) in the Associate in Science degree program in which the student is enrolled. The student is under the supervision, at work, of a qualified supervisor appointed by the respective agency, who works with the NWFSC instructor regarding student's OJT objectives based on student's goals and prior training. The supervisor will rate the student's performance, knowledge, comprehension, dependability, initiative, cooperativeness based on OJT performance. NWFSC instructor will evaluate student OJT experience in consultation with agency supervisor regarding OJT performance and project paper on approved project submitted two weeks prior to close of semester. This course may be repeated four times for a total of 12 semester hours. Current background check (fingerprinting) as required by the Early Childhood program in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prereq/Corequisites:

EEC 1309 or EEC 1201 .

EEC 2220 - Language and Literacy Instruction In Early Childhood Education

Study of the principles, methods, and materials used to assist young children acquire basic skills to use language effectively and competently; evaluation and development of appropriate teaching materials to use with young children.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

EEC 1309

EEC 2222 - Math and Science Instruction In Early Childhood Education

Study of the basic concepts, methods, and materials of mathematics and science appropriate to the education of young children. Identification of the role of staff members in the center for the education of young children. Assignment with young children in community agencies.

Credit Hour(s): 3 Credit Hours When Offered: (Spring and as needed) Prerequisite(s):

EEC 1309 .

EEC 2732 - Child Nutrition, Health and Safety

Methods of meeting physical needs of young children through nutrition and good health practices. Recognition of childhood diseases and care of the handicapped child.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEX 2010 - Introduction to Exceptional Children

Study of incidence, nature, etiology, law and services available in connection with learners with disabilities such as: intellectual and developmental disabilities, learning disabilities, attention deficit hyperactive disorder, emotional or behavioral disorder, autism spectrum disorder, communication disorders, deaf or hard of hearing, blind, physical disabilities, other health impairments, and gifted and talented.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

EDF 1005A - Introduction to the Teaching Profession (Early Childhood Education)

A study of the history, philosophy, and social context of education. The course will help the student think critically about the process of education and their role as an educator.During an eighteen hour field experience, the student will observe and participate in an early childhood educational setting. An additional fingerprinting cost may be associated with this course. If used to meet state prerequisite requirements for entry into the Bachelor of Early Childhood Education program, this course requires a minimum grade of "C."

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

Total Core Credits Required: 42

Emergency Medical Services (A.S.)

State CIP Code 1351090402

This curriculum forms the last stage of a career ladder program progression from Emergency Medical Technician (ATD) (State CIP Code 0351090415) to Paramedic (CCC) (State CIP Code 0351090405) to Emergency Medical Services (A.S.) degree.

Students interested in pursuing this program must hold a current and valid Florida Bureau of Emergency Medical Services EMT/P (Paramedic) license. Contact the Emergency Medical Services/Paramedic program at (850) 729-5378 for more information.

General Education

Total General Education Credits Required: 20

Total Program Credits Required: 73

Core Credits

Total Core Credits Required: 50

Electives: 3 Credit Hours

Total Program Credits Required: 73

Suggested Two Year Academic Plan

General Education

Total General Education Credits Required: 20

General Education

Total General Education Credits Required: 20

Engineering Technology Support Specialist (CCC)

State CIP Code 0615000007
Students who successfully complete this certificate may be eligible to receive credits towards one of the Engineering Technology (A.S.) degree (State CIP Code 1615000001) specializations: or Engineering Technology - Mechanical Design & Fabrication Specialization Option (A.S.), Engineering Technology - Electronics Specialization Option (A.S.), Engineering Technology - Maintenance Technician Specialization Option (A.S.).

Core Courses

ETD 1320C - AutoCAD I

A basic course on the use of AutoCAD Software to include: introduction to AutoCAD, drawing commands, display and inquiry commands, modify commands, dimensioning and annotation, data exchange and output files.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

ETI 1420 - Properties of Materials and Processes

This course is designed to provide the student with an introduction to the basic properties of materials, principles and processes in the metal working, tools and machinery involved in the manufacture of metals. This course covers non-chip producing and chip producing manufacturing processes.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ETI 1710 - Occupational Safety

A basic course in occupational safety and health covering such topics as: theories of accident causation, workplace hazards, hazard analysis and prevention, accident reporting, OSHA, ergonomics, product safety, workers' compensation, and stress on the job.

Credit Hour(s): 3 Credit Hours When Offered: (Spring, Summer, Fall)

ETI 2110 - Total Quality Tools

This course prepares students to effectively solve business/process/product problems, track process performance, find process and product improvement opportunities, and validate improvements made, using the necessary intellectual tools and procedures including: Five-S, flow charting, Pareto analysis, cause and effect diagrams, histograms, check sheets, scatter diagrams, stratification, statistical process control, failure mode and effects analysis. Pre-requisite ETM 1010C and co-requisite ETD 2150 .

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prereq/Corequisites:
ETM 1010C , ETD 2150 , and ETI 1710

ETM 1010C - Mechanical Measurement and Instrumentation

This course provides the foundation for mechanical and electronic measurement techniques used in manufacturing environments. The course will integrate the concepts, principles, and techniques of mechanical measurement with the use of various types of instruments including micrometers, verniers, calipers, height gages, digital multimeters and other types of measuring equipment.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

EET 1015C - Electricity/Electronics I, DC Circuits

This course introduces the theories, concepts, and relationships of voltage, current, and power in DC series, parallel, and series/parallel circuits containing common circuit elements with single and multiple sources. Students are introduced to Ohm's Law, Kirchoff's voltage and current Laws, Thevenin, Norton's, super-position, and maximum transfer of power theorems and their uses in DC circuit analysis. Students will learn how to use a digital multimeter to troubleshoot and analyze DC circuits.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

Total Program Credits Required: 18

Total Program Credits Required: 18

Suggested Academic Plan

Engineering Technology - Mechanical Design & Fabrication Specialization Option (A.S.)

State CIP Code 1615000001

The purpose of this program is to prepare students for employment or provide additional training for persons previously or currently employed in the manufacturing, electronics, aerospace, or other related industries. This degree is a planned sequence of instruction consisting of the four specializations: Mechanical Design and Fabrication, Digital Design and Modeling, Advanced Technology, and Digital Manufacturing with one common core. It is recommended that students complete the core before advancing to the courses in the next level of specialization. The coverage includes communication skills, technical competency, safe and efficient work practices and a combination of theory and laboratory activities to gain the necessary cognitive and manipulative skills to support engineering design, processes, production, testing, and product quality.

The 18 credit hour core has been aligned with the Manufacturing Skills Standards Council's (MSSC) skills standards. The MSSC skill standards define the knowledge, skills, and performance needed for positions in manufacturing. After completing this core and the General Education requirements, the students will be eligible to take the exam for the MSSC Production Technician Certification.

Students who successfully complete selected courses from this program of study may be eligible to receive the CNC Machinist/Fabricator (CCC) (State CIP Code 0615080502), the Engineering Technology Support Specialist (CCC) (State CIP Code 0615000007).

Technical Elective Courses

ETD 2357C - Inventor I

A basic course in Parametric Solid Design using AutoDesk Inventor Software. Topics include: basic concepts of parametric part sketching 3D part creation, Revolve, Sweep and Lofted features, shell and coil, surface creation, sheet metal and orthographic drawing production.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

ETD 2364C - SolidWorks I

A basic course in Parametric Solid Design using SolidWorks Software. Topics include: basic concepts of parametric part sketching 3D part creation, Revolve, Sweep and Lofted features, shell and coil, surface creation, sheet metal and orthographic drawing production.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

ETI 2419C - Advanced Concepts of CNC Machines and CNC Machining Practices

This course is designed to provide the student with advanced concepts in CNC machines and CNC machining to include: theory, operation, setup, safety, and practices.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
PMT 2261C or PMT 2262C

PMT 1203C - Introduction to Machining

This course introduces the student to basic mechanic fundamentals. Instructional topics will include hand tool identification and application, fabrication machine identification and application, drill press identification and application, and shop safety.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

PMT 2213C - Machining I

In this course students will continue to develop basic machining skills and better utilize machine tool accessories to assist in different machining operations to include: Set up and utilize machine tool accessories, vertical knee milling operation, manual lathe operations, manual lathe threading and drill operations.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
PMT 1203C and ETD 2218 [Inactive]

PMT 1250C - Introduction to CNC Machining

The history and development of CNC (computer numerical control). Programming methods are reviewed with the emphasis of skills placed on programming, milling, drilling and turning with M and G code preparation. Manual and computer assisted programming are also reviewed. Students will program, set up and operate full size CNC machines found in our manufacturing lab. Projects will be assigned to students with an expectation of performing these tasks on manufacturing equipment.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

PMT 2261C - CNC Machining I

This course provides training in cnc machine operation and programming. The student will gain technical knowledge and programming methods employed in cnc machining centers. CNC machine programming, set-up and operations are taught using computer and hands on applications. Metal fabrication processes are taught through lectures, demonstration and student generated projects. Completion of this course offers students technical skills as a cnc operator processes to be applied in various machining and fabrication industries.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
PMT 1250C or equivalent.

PMT 2262C - CNC Machining II

This course will offer students a working knowledge of Solidworks and Solidworks Cam. An in-depth study of Cad/Cam software, CNC processing methods and the set-up of CNC machining centers. The course lectures and lab offer students hands-on applications using Solidworks generated projects processed with Solidworks cam tool path software to generate various projects. The student will also learn to calculate machining feeds and speeds, edit CNC programs and part production for mill and lathe.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
PMT 2261C or eqivalent experience.

ETI 2408C - Welding Fundamentals

This course teaches basic welding processes and techniques for entry-level maintenance technician positions. Students learn welding safety, fundamental practices of shielded arc welding, arc welding with consumable and non-consumable electrodes, brazing, soldering, and plasma cutting.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

Total Technical Elective Credits Required: 12

Total Technical Elective Credits Required: 12

Total Technical Elective Credits Required: 12

Suggested Two-Year Academic Plan

Technical Elective Courses

ETD 2357C - Inventor I

A basic course in Parametric Solid Design using AutoDesk Inventor Software. Topics include: basic concepts of parametric part sketching 3D part creation, Revolve, Sweep and Lofted features, shell and coil, surface creation, sheet metal and orthographic drawing production.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

ETD 2364C - SolidWorks I

A basic course in Parametric Solid Design using SolidWorks Software. Topics include: basic concepts of parametric part sketching 3D part creation, Revolve, Sweep and Lofted features, shell and coil, surface creation, sheet metal and orthographic drawing production.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

ETI 2419C - Advanced Concepts of CNC Machines and CNC Machining Practices

This course is designed to provide the student with advanced concepts in CNC machines and CNC machining to include: theory, operation, setup, safety, and practices.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

PMT 2261C or PMT 2262C

PMT 1203C - Introduction to Machining

This course introduces the student to basic mechanic fundamentals. Instructional topics will include hand tool identification and application, fabrication machine identification and application, drill press identification and application, and shop safety.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

PMT 2213C - Machining I

In this course students will continue to develop basic machining skills and better utilize machine tool accessories to assist in different machining operations to include: Set up and utilize machine tool accessories, vertical knee milling operation, manual lathe operations, manual lathe threading and drill operations.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

PMT 1203C and ETD 2218 [Inactive]

PMT 1250C - Introduction to CNC Machining

The history and development of CNC (computer numerical control). Programming methods are reviewed with the emphasis of skills placed on programming, milling, drilling and turning with M and G code preparation. Manual and computer assisted programming are also reviewed. Students will program, set up and operate full size CNC machines found in our manufacturing lab. Projects will be assigned to students with an expectation of performing these tasks on manufacturing equipment.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

PMT 2261C - CNC Machining I

This course provides training in cnc machine operation and programming. The student will gain technical knowledge and programming methods employed in cnc machining centers. CNC machine programming, set-up and operations are taught using computer and hands on applications. Metal fabrication processes are taught through lectures, demonstration and student generated projects. Completion of this course offers students technical skills as a cnc operator processes to be applied in various machining and fabrication industries.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

PMT 1250C or equivalent.

PMT 2262C - CNC Machining II

This course will offer students a working knowledge of Solidworks and Solidworks Cam. An in-depth study of Cad/Cam software, CNC processing methods and the set-up of CNC machining centers. The course lectures and lab offer students hands-on applications using Solidworks generated projects processed with Solidworks cam tool path software to generate various projects. The student will also learn to calculate machining feeds and speeds, edit CNC programs and part production for mill and lathe.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
PMT 2261C or eqivalent experience.

ETI 2408C - Welding Fundamentals

This course teaches basic welding processes and techniques for entry-level maintenance technician positions. Students learn welding safety, fundamental practices of shielded arc welding, arc welding with consumable and non-consumable electrodes, brazing, soldering, and plasma cutting.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

Total Technical Elective Credits Required: 12

Total Technical Elective Credits Required: 12

Total Technical Elective Credits Required: 12

Firefighter I/II (CCP)

State CIP Code 0743020304
Admissions Requirement: The applicant must 1) earn a Postsecondary Education Readiness (PERT) score that demonstrates college readiness [[permalink=556|new:{'title':1}#placement-chart]](score information)[[/permalink]] or 2) pass Tests of Adult Basic Education (TABE) with a completion level 10, unless otherwise exempt.
Entry into the Firefighting Certificate Program requires meeting the standards established by the Florida Division of State Fire Marshal, Bureau of Fire Standards and Training. A copy of these requirements is available through the Public Safety Division of NWF State College.

Core Courses

FFP 0010 - Firefighting I

This course is the first part of the Basic Fire Recruit Academy and prepares students for a career as a volunteer firefighter. Classroom instruction includes a variety of fire related topics which are reinforced and enhanced through practical skills activities. Upon completion, the student is eligible to test for certification as a volunteer firefighter through the Florida State Fire College and may elect to continue training in Firefighter II to pursue state certification as a career firefighter. Permission of the Public Safety Division is required.

Credit Hour(s): 191 Clock Hours/6.37 Vocational Credits When Offered: (Offered as needed) Note:
*Vocational courses are not applicable to the AA or AS degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or AS degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

FFP 0020 - Firefighting II

This course is the second part of the Basic Fire Recruit Academy and prepares students for a career as a firefighter. The delivery of instruction includes a variety of training in practical skills necessary for the mastery of the basic competencies required in the program. Upon successful completion of this course, the student is eligible to take the Bureau of Fire Standards and Training written and practical examination. Permission of the Public Safety Division is required.

Credit Hour(s): 301 Clock Hours/10.03 Vocational Credits When Offered: (Offered as needed)

Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

Total Program Hours Required: 492 / 16.4 Vocational Credits

Suggested Academic Plan

Graphic Design Production (CCC)

State CIP Code 0611080303

Students who successfully complete this certificate may be eligible to receive credits towards the Design and Digital Marketing (A.S.) degree (State CIP Code 1611080300).

Core Courses

ART 2602C - Digital Imaging I

A digital illustration production course with a strong emphasis on concept development and image making skills. Students will create complex imagery based on manipulations of photographs with an industry standard image editing/manipulation software application. Access to an appropriate high-quality digital camera is required. It is recommended that students take PGY1801C at the same time or prior to taking this course.

Credit Hour(s): 4 Credit Hours When Offered: (Fall)

CGS 2820 - Web Design

This course introduces programming in techniques associated with web-based languages. The student will learn to create innovative and useful window programs. Topics to be discussed include variables, string handling, loops and arrays, formatting techniques, labels, buttons, menus, loading and saving, error handling, graphics and linking applications.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

GRA 1151C - Illustration I

A beginning course to develop basic technical and conceptual skills with a focus on an industry-standard vector-based drawing program. Students will create logos and illustrations typical of graphic design challenges.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

GRA 2140C - Multimedia I

An advanced course covering the development of multimedia projects incorporating a variety of digital media elements. Students will learn an industry standard digital video editing application and the aesthetic and technical considerations involved in content acquisition. Access to a digital SLR with video capability or similar required.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

ART 2602C , GRA 1151C and PGY 1801C . Prerequisites with minimum passing grade: D

GRA 2190C - Graphic Design I

An intermediate graphic design course that focuses on using an industry standard page layout software application. Students will be exposed to the ideas and aesthetics involved in the production of print publications. Access to a high quality camera digital camera is required. It is recommended that students take PGY 1801C - Digital Photography I at the same time or prior to taking this course.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

MAR 2011 - Introduction to Marketing

An introductory course in the field of marketing including a look at marketing as it exists in our economy today. Consideration of the market, the product, distribution channels. Special emphasis on the study of human behavior in marketing promotion.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

PGY 1801C - Digital Photography I

An intermediate level photography course where creative idea generation and composition in photography are emphasized. Students research more deeply the history of photography and apply new skills to creative digital photographic work. Access to an appropriate high quality digital camera required.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring)

Total Program Credits Required: 24

Total Program Credits Required: 24

Suggested Academic Plan

Core Courses

ART 2602C - Digital Imaging I

A digital illustration production course with a strong emphasis on concept development and image making skills. Students will create complex imagery based on manipulations of photographs with an industry standard image editing/manipulation software application. Access to an appropriate high-quality digital camera is required. It is recommended that students take PGY1801C at the same time or prior to taking this course.

Credit Hour(s): 4 Credit Hours When Offered: (Fall)

CGS 2820 - Web Design

This course introduces programming in techniques associated with web-based languages. The student will learn to create innovative and useful window programs. Topics to be discussed include variables, string handling, loops and arrays, formatting techniques, labels, buttons, menus, loading and saving, error handling, graphics and linking applications.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

GRA 1151C - Illustration I

A beginning course to develop basic technical and conceptual skills with a focus on an industry-standard vector-based drawing program. Students will create logos and illustrations typical of graphic design challenges.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

GRA 2140C - Multimedia I

An advanced course covering the development of multimedia projects incorporating a variety of digital media elements. Students will learn an industry standard digital video editing application and the aesthetic and technical considerations involved in content acquisition. Access to a digital SLR with video capability or similar required.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

ART 2602C , GRA 1151C and PGY 1801C . Prerequisites with minimum passing grade: D

GRA 2190C - Graphic Design I

An intermediate graphic design course that focuses on using an industry standard page layout software application. Students will be exposed to the ideas and aesthetics involved in the production of print publications. Access to a high quality camera digital camera is required. It is recommended that students take PGY 1801C - Digital Photography I at the same time or prior to taking

this course.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

MAR 2011 - Introduction to Marketing

An introductory course in the field of marketing including a look at marketing as it exists in our economy today. Consideration of the market, the product, distribution channels. Special emphasis on the study of human behavior in marketing promotion.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

PGY 1801C - Digital Photography I

An intermediate level photography course where creative idea generation and composition in photography are emphasized. Students research more deeply the history of photography and apply new skills to creative digital photographic work. Access to an appropriate high quality digital camera required.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring)

Total Program Credits Required: 24

Total Program Credits Required: 24

Design and Digital Marketing (A.S.)

State CIP Code 1611080300 The Design and Digital Marketing A.S. degree is intended for students interested in careers in Graphic Design and Commercial Art where creativity and visual communication are core competencies. Students are encouraged, but not required, to contact Graphic Arts faculty at (850) 729-6019 for detailed advising to plan a program of study before enrolling in courses.
Students who successfully complete selected courses from this program of study may be eligible to receive the Graphic Design Production (CCC) (State CIP Code 0611080303).

Core Courses

ART 1201C - Two-Dimensional Design

An introductory course, both theoretical and applied, dealing with the principles of organization and the elements of design in a two-dimensional format. This is a foundation course for all of the graphic arts: painting, printmaking, and the two-dimensional crafts. Audit enrollment In studio art classes is permitted on a space-available basis only.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

ART 1300C - Drawing I

Basic drawing course covering different drawing media, line, form, shape, value and spatial relationships. Drawing problems involving a variety of subject matter will be explored. Emphasis is on value, drawing techniques, spatial relationships between shapes and composition. Audit enrollment In studio art classes is permitted on a space-available basis only.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

ART 2602C - Digital Imaging I

A digital illustration production course with a strong emphasis on concept development and image making skills. Students will create complex imagery based on manipulations of photographs with an industry standard image editing/manipulation software application. Access to an appropriate high-quality digital camera is required. It is recommended that students take PGY1801C at the same time or prior to taking this course.

Credit Hour(s): 4 Credit Hours When Offered: (Fall)

CGS 2820 - Web Design

This course introduces programming in techniques associated with web-based languages. The student will learn to create innovative and useful window programs. Topics to be discussed include variables, string handling, loops and arrays, formatting

techniques, labels, buttons, menus, loading and saving, error handling, graphics and linking applications.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 1011 - Introduction to Business

Designed to give students a broad understanding of the nature of business and a preliminary idea of the various areas of business specialization.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

GRA 1151C - Illustration I

A beginning course to develop basic technical and conceptual skills with a focus on an industry-standard vector-based drawing program. Students will create logos and illustrations typical of graphic design challenges.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

GRA 2140C - Multimedia I

An advanced course covering the development of multimedia projects incorporating a variety of digital media elements. Students will learn an industry standard digital video editing application and the aesthetic and technical considerations involved in content acquisition. Access to a digital SLR with video capability or similar required.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
ART 2602C , GRA 1151C and PGY 1801C . Prerequisites with minimum passing grade: D

GRA 2190C - Graphic Design I

An intermediate graphic design course that focuses on using an industry standard page layout software application. Students will be exposed to the ideas and aesthetics involved in the production of print publications. Access to a high quality camera digital camera is required. It is recommended that students take PGY 1801C - Digital Photography I at the same time or prior to taking this course.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

MAR 2011 - Introduction to Marketing

An introductory course in the field of marketing including a look at marketing as it exists in our economy today. Consideration of the market, the product, distribution channels. Special emphasis on the study of human behavior in marketing promotion.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

PGY 1220C - Commercial Photography I

A beginning course that introduces students to the procedures and aesthetics of developing photographic illustrations for industrial and advertising use. Students will gain experience using a high quality digital studio camera, electronic lighting, and digital applications of their work. It is recommended that students take PGY 1801C prior to or at the same time as this course.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring)

PGY 1801C - Digital Photography I

An intermediate level photography course where creative idea generation and composition in photography are emphasized. Students research more deeply the history of photography and apply new skills to creative digital photographic work. Access to an appropriate high quality digital camera required.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring)

GRA 2181C - Graphic Design Portfolio Development

A final semester course where students will develop a professional portfolio that demonstrates their technical and creative skills. Students will evaluate prior work for inclusion, and determine needs for new work that will enhance their portfolio. Students will develop new work exhibiting illustration, photography, and graphic design skills.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
PGY 1801C , GRA 2190C , ART 2602C , GRA 1151C

Total Core Credits Required: 40

Total Core Credits Required: 40

Technical Elective Courses

BUL 2241 - Business Law I

Introductory course in business law with objective of presenting the law underlying business transactions. Course includes the study of the Law of Contracts, the Law of Bailments, and the Law of Sales based on the Uniform Commercial Code. Recommended for Business degree students.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 1000 - Introduction to Programming Concepts and Logic

General survey of programming/problem solving techniques. Includes an introduction to structured programming. Algorithm development will employ the use of a modern programming language.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2840 - Web-based Programming I

This course is designed to extend the student's understanding of web-based programming techniques, and give them practical experience in the use of a range of technologies for creating e-Commerce applications.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

GRA 1152C - Illustration II

A beginning course to develop basic technical and conceptual skills with a focus on an industry-standard vector-based drawing program. Students will create logos and illustrations typical of graphic design challenges.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

GRA 1151C Prerequisites with minimum passing grade: D

MKA 2511 - Introduction to Advertising

___ ____ - Other Approved College Credits

Advertising as a marketing tool, its planning, creation, and use. A survey of copy writing, layout, and media (newspapers, magazines, radio, television, films, etc.)

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Technical Elective Credits Required: 6

Total Technical Elective Credits Required: 6

Total Program Credits Required: 64

Suggested Two Year Academic Plan

Core Courses

ART 1201C - Two-Dimensional Design

An introductory course, both theoretical and applied, dealing with the principles of organization and the elements of design in a two-dimensional format. This is a foundation course for all of the graphic arts: painting, printmaking, and the two-dimensional crafts. Audit enrollment In studio art classes is permitted on a space-available basis only.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

ART 1300C - Drawing I

Basic drawing course covering different drawing media, line, form, shape, value and spatial relationships. Drawing problems involving a variety of subject matter will be explored. Emphasis is on value, drawing techniques, spatial relationships between shapes and composition. Audit enrollment In studio art classes is permitted on a space-available basis only.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

ART 2602C - Digital Imaging I

A digital illustration production course with a strong emphasis on concept development and image making skills. Students will create complex imagery based on manipulations of photographs with an industry standard image editing/manipulation software application. Access to an appropriate high-quality digital camera is required. It is recommended that students take PGY1801C at the same time or prior to taking this course.

Credit Hour(s): 4 Credit Hours When Offered: (Fall)

CGS 2820 - Web Design

This course introduces programming in techniques associated with web-based languages. The student will learn to create innovative and useful window programs. Topics to be discussed include variables, string handling, loops and arrays, formatting techniques, labels, buttons, menus, loading and saving, error handling, graphics and linking applications.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 1011 - Introduction to Business

Designed to give students a broad understanding of the nature of business and a preliminary idea of the various areas of business specialization.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

GRA 1151C - Illustration I

A beginning course to develop basic technical and conceptual skills with a focus on an industry-standard vector-based drawing program. Students will create logos and illustrations typical of graphic design challenges.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

GRA 2140C - Multimedia I

An advanced course covering the development of multimedia projects incorporating a variety of digital media elements. Students will learn an industry standard digital video editing application and the aesthetic and technical considerations involved in content acquisition. Access to a digital SLR with video capability or similar required.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

ART 2602C , GRA 1151C and PGY 1801C . Prerequisites with minimum passing grade: D

GRA 2190C - Graphic Design I

An intermediate graphic design course that focuses on using an industry standard page layout software application. Students will be exposed to the ideas and aesthetics involved in the production of print publications. Access to a high quality camera digital camera is required. It is recommended that students take PGY 1801C - Digital Photography I at the same time or prior to taking this course.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

MAR 2011 - Introduction to Marketing

An introductory course in the field of marketing including a look at marketing as it exists in our economy today. Consideration of the market, the product, distribution channels. Special emphasis on the study of human behavior in marketing promotion.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

PGY 1220C - Commercial Photography I

A beginning course that introduces students to the procedures and aesthetics of developing photographic illustrations for industrial and advertising use. Students will gain experience using a high quality digital studio camera, electronic lighting, and digital applications of their work. It is recommended that students take PGY 1801C prior to or at the same time as this course.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring)

PGY 1801C - Digital Photography I

An intermediate level photography course where creative idea generation and composition in photography are emphasized. Students research more deeply the history of photography and apply new skills to creative digital photographic work. Access to an appropriate high quality digital camera required.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring)

GRA 2181C - Graphic Design Portfolio Development

A final semester course where students will develop a professional portfolio that demonstrates their technical and creative skills. Students will evaluate prior work for inclusion, and determine needs for new work that will enhance their portfolio. Students will develop new work exhibiting illustration, photography, and graphic design skills.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

PGY 1801C , GRA 2190C , ART 2602C , GRA 1151C

Total Core Credits Required: 40

Total Core Credits Required: 40

Technical Elective Courses

BUL 2241 - Business Law I

Introductory course in business law with objective of presenting the law underlying business transactions. Course includes the study of the Law of Contracts, the Law of Bailments, and the Law of Sales based on the Uniform Commercial Code. Recommended for Business degree students.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 1000 - Introduction to Programming Concepts and Logic

General survey of programming/problem solving techniques. Includes an introduction to structured programming. Algorithm development will employ the use of a modern programming language.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2840 - Web-based Programming I

This course is designed to extend the student's understanding of web-based programming techniques, and give them practical experience in the use of a range of technologies for creating e-Commerce applications.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

GRA 1152C - Illustration II

A beginning course to develop basic technical and conceptual skills with a focus on an industry-standard vector-based drawing program. Students will create logos and illustrations typical of graphic design challenges.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

GRA 1151C Prerequisites with minimum passing grade: D

MKA 2511 - Introduction to Advertising

___ ____ - Other Approved College Credits

Advertising as a marketing tool, its planning, creation, and use. A survey of copy writing, layout, and media (newspapers, magazines, radio, television, films, etc.)

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Technical Elective Credits Required: 6

Total Technical Elective Credits Required: 6

Total Program Credits Required: 64

Health Services Management (A.S.)

State CIP Code 1351070101

General Education

ENC 1101 - English Composition I

___ ____ Core Humanities 3 Credit Hours ♦
___ ____ Core Mathematics 3 Credit Hours ♦
___ ____ Core Biological Science w/Lab 4 Credit Hours ♦
Take one of the two following Social Sciences courses required to meet the Civic Literacy Competency requirement:
POS 1041 - American Government OR
AMH 2020 - American History II
NOTE: If you have not already done so, you must pass the Florida Civic Literacy Examination in addition to completing one of the above courses to meet the Civic Literacy Competency requirement for graduation.
___ ____ Additional General Education Credit 2 Credit Hours
Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):
A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Total General Education Credits Required: 18

Core Courses

ENC 2210 - Technical Report Writing

The course covers the fundamentals of technical report writing, mechanics, and style. Various types of reports are prepared and

evaluated. The course also includes reading and analysis of technical literature as well as oral reporting.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
passing score on placement test.

HSA 1100 - Introduction to Health Care

This course provides an overview of the United States Healthcare System, including the economic, social, political, and technological forces that shape the industry. The role of state and federal government and regulatory agencies in healthcare delivery is examined. The fundamental roles and responsibilities of healthcare team members are surveyed. Healthcare safety, security, and infection control procedures will also be discussed.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

HSC 1100 - Health Education

A systematic and comprehensive coverage of basic factual material, concepts, terminology, and important trends in major health areas of concern today.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

HSC 1400 - First Aid

Preparation to meet emergencies that occur in the school, home or on the highway. Instruction and practice in dressing and bandaging, care of wounds, shock, bone and joint injuries, cardiopulmonary resuscitation, transportation of the injured oral poisoning and other medical emergencies.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

HSC 1531 - Medical Terminology *

An introduction to prefixes, suffixes, root words, combining forms, Latin and Greek forms, spelling, and pronunciation, with emphasis on building a working medical vocabulary based on body systems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

SPC 2300 - Interpersonal Communication

This course studies the speech communication principles involved in one-to-one interaction, comprehensive listening, conflict resolution, family and group communication and intrapersonal thought. Learning techniques may include small group participation, role play, as well as formal and informal presentations.

Credit Hour(s): 3 Credit Hours † When Offered: (Fall, Spring) Note:
† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

Total Core Credits Required: 18

Total Core Credits Required: 18

Technical Elective Courses

GEB 1011 - Introduction to Business

Designed to give students a broad understanding of the nature of business and a preliminary idea of the various areas of business specialization.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 2430 - Business Ethics

This course addresses the legal, moral, and societal issues of ethical conduct in the business environment. Actual case studies are used to illustrate appropriate relationships among employers, employees, customers, stockholders, and other business

stakeholders. Topics include: codes of ethics, laws and regulations related to ethics, conflict of interest, and moral philosophies associated with ethical conduct.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

HIM 1000 - Health Information and Delivery Systems

Orientation to medical records history and professional associations. Confidentiality, filing, retrieving, indexing, numbering, storage and content of the medical record is also discussed. The course includes job search skills and professional job performance.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 2021 - Management

Each function of management is analyzed and described in a systematic manner. Both the distilled experience of practical managers and the findings of scholars are presented. Other aspects of management are presented such as management process and concepts analysis of the technical knowledge and skills of managers, influences upon managerial decision-making process, and the psychological principles inherent in management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MAR 2011 - Introduction to Marketing

An introductory course in the field of marketing including a look at marketing as it exists in our economy today. Consideration of the market, the product, distribution channels. Special emphasis on the study of human behavior in marketing promotion.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 1161 - Customer Service

Designed to build and maintain the critical skills necessary to be a dynamic and successful professional. Students and front-line individuals who work with customers every day will develop strategies to create positive customer relationships. This course provides a practical approach to the thorny issues of customer dissatisfaction and will enable managers to keep service personnel focused on the organization's goals and objectives.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 1345 - Supervision I

The course presents the functions of a personnel manager, philosophy of general management, organizational structure, employer socioeconomic climate and career information. Included also are job descriptions and specifications, recruiting practices, applications, resumes, interviewing, placement, performance appraisals, wage and salary administration and other related topics.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 2100 - Organizational Behavior

Designed to help students develop an understanding of how they may be motivated to work together in greater harmony in all kinds of organizations. The basis of human motivation and how it is influenced by leadership, the organization itself, and the social environment in which the organization exists.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

OST 2335 - Business Communications

Business Communications is a comprehensive coverage of language structure and particular emphasis on writing superior business letters and reports. Instruction in principle, then illustration, and practice in applying the principles. A fundamental concept of the appearance, language and style, tone and psychology of effective business letters.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

HIM 1012 - Health Care and Legal Compliance

In-depth study of federal, state, local laws governing preparation, and use of the healthcare record in the healthcare delivery system.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Technical Elective Credits Required: 24

Total Technical Elective Credits Required: 24

Total Program Credits Required: 60

Note:

Note:

Suggested Two Year Academic Plan

Technical Elective Courses

GEB 1011 - Introduction to Business

Designed to give students a broad understanding of the nature of business and a preliminary idea of the various areas of business specialization.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 2430 - Business Ethics

This course addresses the legal, moral, and societal issues of ethical conduct in the business environment. Actual case studies are used to illustrate appropriate relationships among employers, employees, customers, stockholders, and other business stakeholders. Topics include: codes of ethics, laws and regulations related to ethics, conflict of interest, and moral philosophies associated with ethical conduct.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

HIM 1000 - Health Information and Delivery Systems

Orientation to medical records history and professional associations. Confidentiality, filing, retrieving, indexing, numbering, storage and content of the medical record is also discussed. The course includes job search skills and professional job performance.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 2021 - Management

Each function of management is analyzed and described in a systematic manner. Both the distilled experience of practical managers and the findings of scholars are presented. Other aspects of management are presented such as management process and concepts analysis of the technical knowledge and skills of managers, influences upon managerial decision-making process, and the psychological principles inherent in management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MAR 2011 - Introduction to Marketing

An introductory course in the field of marketing including a look at marketing as it exists in our economy today. Consideration of the market, the product, distribution channels. Special emphasis on the study of human behavior in marketing promotion.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 1161 - Customer Service

Designed to build and maintain the critical skills necessary to be a dynamic and successful professional. Students and front-line individuals who work with customers every day will develop strategies to create positive customer relationships. This course provides a practical approach to the thorny issues of customer dissatisfaction and will enable managers to keep service personnel focused on the organization's goals and objectives.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 1345 - Supervision I

The course presents the functions of a personnel manager, philosophy of general management, organizational structure, employer socioeconomic climate and career information. Included also are job descriptions and specifications, recruiting practices, applications, resumes, interviewing, placement, performance appraisals, wage and salary administration and other related topics.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 2100 - Organizational Behavior

Designed to help students develop an understanding of how they may be motivated to work together in greater harmony in all kinds of organizations. The basis of human motivation and how it is influenced by leadership, the organization itself, and the social environment in which the organization exists.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

OST 2335 - Business Communications

Business Communications is a comprehensive coverage of language structure and particular emphasis on writing superior business letters and reports. Instruction in principle, then illustration, and practice in applying the principles. A fundamental concept of the appearance, language and style, tone and psychology of effective business letters.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

HIM 1012 - Health Care and Legal Compliance

In-depth study of federal, state, local laws governing preparation, and use of the healthcare record in the healthcare delivery system.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Technical Elective Credits Required: 24

Total Technical Elective Credits Required: 24

Industrial Management Technology (A.S.)

State CIP Code 1652020501
*This program is available fully online

General Education

Total General Education Credits Required: 18

Core Courses

ACG 2001 - Accounting I

This course covers the fundamental principles and procedures of double entry accounting as applied to the financial records of a business entity. The preparation of an income statement, statement of owner's equity and balance sheet are emphasized. Specific transactions and internal control associated with cash, accounts receivable and inventory will be examined in detail. The code of professional ethics will be highlighted throughout the course

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

ETI 1710 - Occupational Safety

A basic course in occupational safety and health covering such topics as: theories of accident causation, workplace hazards, hazard analysis and prevention, accident reporting, OSHA, ergonomics, product safety, workers' compensation, and stress on the job.

Credit Hour(s): 3 Credit Hours When Offered: (Spring, Summer, Fall)

GEB 1214 - Business and Supervision Terminology

This course is designed for students to achieve mastery of the special vocabulary, jargon, and concept terminology associated with general business and supervision in the modernworkplace. Students will apply the terms in common workplace scenarios and hypothetical situations, as well as in standard written documents and assignments

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 2021 - Management

Each function of management is analyzed and described in a systematic manner. Both the distilled experience of practical managers and the findings of scholars are presented. Other aspects of management are presented such as management process and concepts analysis of the technical knowledge and skills of managers, influences upon managerial decision-making process, and the psychological principles inherent in management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 2300 - Personnel Management

An introduction to personnel practices and procedures. Topics include the personnel management system, maximizing employee potential, organizational behavior, and labor management relations.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 1345 - Supervision I

The course presents the functions of a personnel manager, philosophy of general management, organizational structure, employer socioeconomic climate and career information. Included also are job descriptions and specifications, recruiting practices, applications, resumes, interviewing, placement, performance appraisals, wage and salary administration and other related topics.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 2100 - Organizational Behavior

Designed to help students develop an understanding of how they may be motivated to work together in greater harmony in all kinds of organizations. The basis of human motivation and how it is influenced by leadership, the organization itself, and the social environment in which the organization exists.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MTB 1103 - Business Mathematics

This course presents basic principles used to solve everyday business problems, including a review of basic skills and business terminology. Topics in the course include the following: base, rate and percentage, trade and cash discounts, wage and salary administration, insurance (fire and automobile), depreciation and business profits, distribution of corporate dividends, simple interest and bank discount, and buying and selling of corporation bonds and stocks.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Completion of MAT 0028 with a "C" or better or satisfactory test scores. Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Credits Required: 23

Total Core Credits Required: 23

Technical Elective Courses

ACG 2011 - Accounting II

This course covers recording specific transactions and internal control associated with investments, fixed assets, liabilities, international operations, and stockholders' equity. Emphasizing of the cash flow statement and the code of professional ethics throughout the course will be of focus.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2001 is required and knowledge of basic computer and keyboarding skills are strongly recommended.
Prerequisites with minimum passing grade: C

ACG 2071 - Managerial Accounting

This course covers the basic principles of accounting techniques for the preparation of internal reports related to management of the firm and the interpretation of financial data useful in the decision-making process within the economic framework of the entity.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2011 is required, and knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: C

BUL 2241 - Business Law I

Introductory course in business law with objective of presenting the law underlying business transactions. Course includes the study of the Law of Contracts, the Law of Bailments, and the Law of Sales based on the Uniform Commercial Code. Recommended for Business degree students.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

ECO 2013 - Economics I

This course covers macroeconomics, its basic concepts and principles, national income accounting; fiscal and monetary policy and application, and growth economics. Basic math skills are required.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

GEB 1011 - Introduction to Business

Designed to give students a broad understanding of the nature of business and a preliminary idea of the various areas of business specialization.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 1940 - Internship - Business (can be completed three times for credit)

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired in the program of study. The student will work with a qualified work site supervisor on approved projects related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the

second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a unique set of objectives and assessments.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Active enrollment in an appropriate technical degree program and permission of the instructor. Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:

This course may be taken up to two times for credit.
* This college credit course is not intended for transfer and may not be applied toward the AA degree.

GEB 2430 - Business Ethics

This course addresses the legal, moral, and societal issues of ethical conduct in the business environment. Actual case studies are used to illustrate appropriate relationships among employers, employees, customers, stockholders, and other business stakeholders. Topics include: codes of ethics, laws and regulations related to ethics, conflict of interest, and moral philosophies associated with ethical conduct.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 1161 - Customer Service

Designed to build and maintain the critical skills necessary to be a dynamic and successful professional. Students and front-line individuals who work with customers every day will develop strategies to create positive customer relationships. This course provides a practical approach to the thorny issues of customer dissatisfaction and will enable managers to keep service personnel focused on the organization's goals and objectives.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

OST 2335 - Business Communications

Business Communications is a comprehensive coverage of language structure and particular emphasis on writing superior business letters and reports. Instruction in principle, then illustration, and practice in applying the principles. A fundamental concept of the appearance, language and style, tone and psychology of effective business letters.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

SPC 2300 - Interpersonal Communication

This course studies the speech communication principles involved in one-to-one interaction, comprehensive listening, conflict resolution, family and group communication and intrapersonal thought. Learning techniques may include small group participation, role play, as well as formal and informal presentations.

Credit Hour(s): 3 Credit Hours † When Offered: (Fall, Spring) Note:

† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

STA 2023 - Statistics

This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

GEB 2948 - Academic Learning Field Studies II

This course gives students the opportunity to understand the relationship of theory to practice through participation in a service-learning experience.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 2949 - Academic Learning Field Studies III

This course gives students the opportunity to understand the relationship of theory to practice through participation in a service-learning experience.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Technical Elective Credits Required: 19

Total Technical Elective Credits Required: 19

Technical Elective Courses

ACG 2011 - Accounting II

This course covers recording specific transactions and internal control associated with investments, fixed assets, liabilities, international operations, and stockholders' equity. Emphasizing of the cash flow statement and the code of professional ethics throughout the course will be of focus.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2001 is required and knowledge of basic computer and keyboarding skills are strongly recommended.
Prerequisites with minimum passing grade: C

ACG 2071 - Managerial Accounting

This course covers the basic principles of accounting techniques for the preparation of internal reports related to management of the firm and the interpretation of financial data useful in the decision-making process within the economic framework of the entity.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2011 is required, and knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: C

BUL 2241 - Business Law I

Introductory course in business law with objective of presenting the law underlying business transactions. Course includes the study of the Law of Contracts, the Law of Bailments, and the Law of Sales based on the Uniform Commercial Code. Recommended for Business degree students.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

ECO 2013 - Economics I

This course covers macroeconomics, its basic concepts and principles, national income accounting; fiscal and monetary policy and application, and growth economics. Basic math skills are required.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

GEB 1011 - Introduction to Business

Designed to give students a broad understanding of the nature of business and a preliminary idea of the various areas of business specialization.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 1940 - Internship - Business (can be completed three times for credit)

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired

in the program of study. The student will work with a qualified work site supervisor on approved projects related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a unique set of objectives and assessments.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Active enrollment in an appropriate technical degree program and permission of the instructor. Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:

This course may be taken up to two times for credit.
* This college credit course is not intended for transfer and may not be applied toward the AA degree.

GEB 2430 - Business Ethics

This course addresses the legal, moral, and societal issues of ethical conduct in the business environment. Actual case studies are used to illustrate appropriate relationships among employers, employees, customers, stockholders, and other business stakeholders. Topics include: codes of ethics, laws and regulations related to ethics, conflict of interest, and moral philosophies associated with ethical conduct.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 1161 - Customer Service

Designed to build and maintain the critical skills necessary to be a dynamic and successful professional. Students and front-line individuals who work with customers every day will develop strategies to create positive customer relationships. This course provides a practical approach to the thorny issues of customer dissatisfaction and will enable managers to keep service personnel focused on the organization's goals and objectives.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

OST 2335 - Business Communications

Business Communications is a comprehensive coverage of language structure and particular emphasis on writing superior business letters and reports. Instruction in principle, then illustration, and practice in applying the principles. A fundamental concept of the appearance, language and style, tone and psychology of effective business letters.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

SPC 2300 - Interpersonal Communication

This course studies the speech communication principles involved in one-to-one interaction, comprehensive listening, conflict resolution, family and group communication and intrapersonal thought. Learning techniques may include small group participation, role play, as well as formal and informal presentations.

Credit Hour(s): 3 Credit Hours † When Offered: (Fall, Spring) Note:

† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

STA 2023 - Statistics

This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

GEB 2948 - Academic Learning Field Studies II

This course gives students the opportunity to understand the relationship of theory to practice through participation in a service-learning experience.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 2949 - Academic Learning Field Studies III

This course gives students the opportunity to understand the relationship of theory to practice through participation in a service-learning experience.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Technical Elective Credits Required: 19

Total Technical Elective Credits Required: 19

Total Program Credits Required: 60

Suggested Two Year Academic Plan

Total Program Credits Required: 60

Infant/Toddler Specialization (CCC)

State CIP Code 0419070907

Students who successfully complete this certificate may be eligible to receive credits towards the Early Childhood Education (A.S.) degree (State CIP Code 1413121004).

Core Courses

DEP 2100 - Child Growth and Development

This course covers the growth and development of the child from conception through age five, including the physical, social, emotional and mental development of the young child, influence of environment, and principles and theories of development.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1001 - Introduction to Early Childhood Education

Study of principles and practices of programs for young children; current research in early childhood education, role of the teacher, and selection and use of equipment and materials for groups of young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1201 - Infants and Toddlers

This course provides the student with information pertinent to the care of infants and toddlers. Special attention is given to selection of developmentally appropriate curriculum. Course work satisfies the Child Development Associate competency standards for Infant/Toddler.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1949 - Internship, Early Childhood Education

On-the-job training (OJT) in the Associate in Science degree program in which the student is enrolled. The student is under the

supervision, at work, of a qualified supervisor appointed by the respective agency, who works with the NWFSC instructor regarding student's OJT objectives based on student's goals and prior training. The supervisor will rate the student's performance, knowledge, comprehension, dependability, initiative, cooperativeness based on OJT performance. NWFSC instructor will evaluate student OJT experience in consultation with agency supervisor regarding OJT performance and project paper on approved project submitted two weeks prior to close of semester. This course may be repeated four times for a total of 12 semester hours. Current background check (fingerprinting) as required by the Early Childhood program in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prereq/Corequisites:
EEC 1309 or EEC 1201 .

Total Core Credits Required: 12

Total Core Credits Required: 12

Total Program Credits Required: 12

Core Courses

DEP 2100 - Child Growth and Development

This course covers the growth and development of the child from conception through age five, including the physical, social, emotional and mental development of the young child, influence of environment, and principles and theories of development.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1001 - Introduction to Early Childhood Education

Study of principles and practices of programs for young children; current research in early childhood education, role of the teacher, and selection and use of equipment and materials for groups of young children.

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On-the-job training (OJT) in the Associate in Science degree program in which the student is enrolled. The student is under the supervision, at work, of a qualified supervisor appointed by the respective agency, who works with the NWFSC instructor regarding student's OJT objectives based on student's goals and prior training. The supervisor will rate the student's performance, knowledge, comprehension, dependability, initiative, cooperativeness based on OJT performance. NWFSC instructor will evaluate student OJT experience in consultation with agency supervisor regarding OJT performance and project paper on approved project submitted two weeks prior to close of semester. This course may be repeated four times for a total of 12 semester hours. Current background check (fingerprinting) as required by the Early Childhood program in which the field experience will take place is required for this course.

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On-the-job training (OJT) in the Associate in Science degree program in which the student is enrolled. The student is under the supervision, at work, of a qualified supervisor appointed by the respective agency, who works with the NWFSC instructor regarding student's OJT objectives based on student's goals and prior training. The supervisor will rate the student's performance, knowledge, comprehension, dependability, initiative, cooperativeness based on OJT performance. NWFSC instructor will evaluate student OJT experience in consultation with agency supervisor regarding OJT performance and project paper on approved project submitted two weeks prior to close of semester. This course may be repeated four times for a total of 12 semester hours. Current background check (fingerprinting) as required by the Early Childhood program in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prereq/Corequisites:

EEC 1309 or EEC 1201 .

Total Core Credits Required: 12

Total Core Credits Required: 12

Total Program Credits Required: 12

Cybersecurity (A.S.)

State CIP Code 1511100308

General Education

Total General Education Credits Required: 18

Total General Education Credits Required: 18

Total General Education Credits Required: 18

Total General Education Credits Required: 18

Total General Education Credits Required: 18

Total General Education Credits Required: 18

Total General Education Credits Required: 18

Total General Education Credits Required: 18

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Core Courses

CET 2660 - Network Security

This course provides an in-depth study of network security concepts and techniques. Students examine theoretical concepts that make computer network security unique. This course provides a practical, hands-on approach when examining networking security techniques. Students examine different network strategies, explore the advancement of network implementation, and study timeless problem solving strategies. The course is also intended to assist with preparation for the CompTIA security+ certification.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

CTS 1134 , and CET 2179C , minimum grade C.

CET 2179C - PC Operating Systems A+

This course is designed to help prepare the student to take the A+ Certification exams by making the student proficient in personal computer operating systems, including Windows. Major topics include disk and file management, system configurations, menu driven processing, graphical user interfaces, boot files, disk caching, virtual memory, device drivers, remote assistance, and security essentials and security practices.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CET 2880C - Digital Forensics Fundamentals

This course offers a solid foundation to computer forensics investigations: preparing students to acquire and analyze digital evidence. The course covers tools and techniques and explains topics such as file structure, data recovery, e-mail and network investigations, and expert witness testimony. In addition, the student will gain practical knowledge in conducting digital investigations and preserving digital evidence that may be used in court or corporate inquiries.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

CET 2179C and CTS 1106 , minimum grade C

CGS 2541 - Introduction to Database Concepts

The aim of this course is to provide an introduction to data modeling and the design and implementation of relational databases and to extend the students' understanding of the principles and techniques used in the design and implementation of modern database systems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

CIS 2352C - Ethical Hacking Fundamentals

This course is designed to provide the student with an understanding of the techniques and methodologies of security penetration

testing. This course provides hands-on instruction using the various tools and methods that security professionals use to analyze an information system in order to discover vulnerabilities and protect against information loss, cyberterrorism, and corporate espionage. The student will be introduced to fundamental security testing concepts, gain practical knowledge of computer programming, learn how to properly document a security test, and explore the legal and ethical ramifications of penetration testing. Students will also learn how to apply the appropriate countermeasures in order to reduce the risk that an organization faces.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

CNT 1000C or CTS 1134 , minimum C

CTS 1106 - Fundamentals of Linux

This course is designed to introduce the Linux operating system to new users. The student will learn fundamental features of the operating system, including file system navigation, file permissions, editors, command shells, and basic network use. This course also provides a foundation for more advanced courses in administration and certification.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

CTS 2104 - Introduction to Windows

An introduction to operating systems in general with emphasis on windows.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

CTS 1134 - Networking Foundations

This course is designed to introduce students to the terminology and concepts of the networking industry, including data communications and networking services, OSI and TCP/IP models, topology, network media, connectivity, intermediate devices and security. This is preparation for the CompTIA Network+ certification exam.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

CTS 2314C - Network Defense and Countermeasures

This course will explore concepts of network defense and countermeasures as well as hardware and software required to design, configure and implement secure networks. Security topics covered in this course include firewalls, Intrusion Detection Systems (IDS), Virtual Private Networks (VPN) and policy creation using the Windows Operating System (OS), Transmission Control Protocol/Internet Protocol (TCP/IP) packet and signature analysis. The student will get hands-on instruction installing the network defense mechanisms and countermeasure applications. Software will be used for collecting, monitoring and auditing various activities; students will analyze threats and intrusions.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

CET 2660 minimum C

CIS 1531 - Scripting for Cybersecurity Professionals

The course scripting for cyber security professionals introduces the student to a variety of scripting languages. These scripting languages are an integral part of modern penetration testing tools. The course starts with an introduction to flow charting, windows batch files and Linux shell scripting. With the importance of web attacks, the students will cover HTML and JavaScript. This curriculum covers ruby and python scripting, concluding with a brief overview of assembly, debugging and disassembly.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

CET 2179C , minimum C

CNT 1000C - Introduction to Networks

This course introduces the student to the basics of Internetworking technology. This is also the first of three courses designed to prepare a student to take the Cisco Certified Network Associate Exam. The student will study networks and layers, networking devices, IP addressing, ARP and RARP, media and design, topology, structured cabling, electricity, and electronics and network management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

CNT 1700C - Routing, Switching and Wireless Essentials

This course introduces the student to the architecture, components, and operations of routers and switches in small networks and introduces wireless local area networks and security concepts. This is the second of three courses designed to prepare the student to take the Cisco Certified Network Associate Exam. Students learn how to configure and troubleshoot routers and switches for advanced functionality using security best practices and resolve common issues with protocols in both IPv4 and IPv6 networks.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

CNT 1000C minimum grade of C

CNT 2211C - Enterprise Networking, Security, and Automation

This course describes the architectures and considerations related to designing, securing, operating, and troubleshooting enterprise networks. This course covers wide area network technologies and quality of service mechanisms used for secure remote access. This is the third of three courses designed to prepare the student to take the Cisco Certified Network Associate Exam. It also introduces software-defined networking, virtualization, and automation concepts that support the digitalization of network management tools. The students learn key concepts of software-defined networking, including controller-based architectures and how application programming interfaces (APIs) enable network automation.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

CNT 1700C minimum grade of C

Total Core Credits Required: 39

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Total Core Credits Required: 39

Total Core Credits Required: 39

Total Core Credits Required: 39

Total Core Credits Required: 39

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Total Core Credits Required: 39

Total Core Credits Required: 39

Technical Elective Courses

CET 2182C - PC Hardware A+

This course is designed to prepare the student to take the A+ Certification exam, by teaching the student basic technical skills needed to understand the function and operation of the major elements of personal computer systems, and how to localize and correct common hardware and software problems.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CET 2892C - Advanced Network Security

This course examines advanced network security topics including, but not limited to, advanced topics in integration of hardware firewalls, advanced topics in Intrusion Detection Systems (IDS), advanced topics in Internet Protocol-security (IPSec), and advanced topics in Virtual Private Networking (VPN) in network security design. Students will implement designs using equipment in a laboratory setting.Prerequisites

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

CET 2660 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

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Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

Total Program Credits Required: 60

Technical Elective Courses

CET 2182C - PC Hardware A+

This course is designed to prepare the student to take the A+ Certification exam, by teaching the student basic technical skills needed to understand the function and operation of the major elements of personal computer systems, and how to localize and correct common hardware and software problems.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CET 2892C - Advanced Network Security

This course examines advanced network security topics including, but not limited to, advanced topics in integration of hardware firewalls, advanced topics in Intrusion Detection Systems (IDS), advanced topics in Internet Protocol-security (IPSec), and advanced topics in Virtual Private Networking (VPN) in network security design. Students will implement designs using equipment in a laboratory setting.Prerequisites

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

CET 2660 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Technical Elective Credits Required: 3

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Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

Total Program Credits Required: 60

Suggested Two Year Academic Plan

Total Program Credits Required: 60

Technical Elective Courses

CET 2182C - PC Hardware A+

This course is designed to prepare the student to take the A+ Certification exam, by teaching the student basic technical skills needed to understand the function and operation of the major elements of personal computer systems, and how to localize and correct common hardware and software problems.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CET 2892C - Advanced Network Security

This course examines advanced network security topics including, but not limited to, advanced topics in integration of hardware firewalls, advanced topics in Intrusion Detection Systems (IDS), advanced topics in Internet Protocol-security (IPSec), and advanced topics in Virtual Private Networking (VPN) in network security design. Students will implement designs using equipment in a laboratory setting.Prerequisites

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

CET 2660 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Technical Elective Credits Required: 3

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Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

Total Program Credits Required: 60

Technical Elective Courses

CET 2182C - PC Hardware A+

This course is designed to prepare the student to take the A+ Certification exam, by teaching the student basic technical skills needed to understand the function and operation of the major elements of personal computer systems, and how to localize and correct common hardware and software problems.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CET 2892C - Advanced Network Security

This course examines advanced network security topics including, but not limited to, advanced topics in integration of hardware firewalls, advanced topics in Intrusion Detection Systems (IDS), advanced topics in Internet Protocol-security (IPSec), and advanced topics in Virtual Private Networking (VPN) in network security design. Students will implement designs using equipment in a laboratory setting.Prerequisites

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

CET 2660 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Technical Elective Credits Required: 3

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Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

Total Program Credits Required: 60

Total Program Credits Required: 60

Technical Elective Courses

CET 2182C - PC Hardware A+

This course is designed to prepare the student to take the A+ Certification exam, by teaching the student basic technical skills needed to understand the function and operation of the major elements of personal computer systems, and how to localize and correct common hardware and software problems.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CET 2892C - Advanced Network Security

This course examines advanced network security topics including, but not limited to, advanced topics in integration of hardware firewalls, advanced topics in Intrusion Detection Systems (IDS), advanced topics in Internet Protocol-security (IPSec), and advanced topics in Virtual Private Networking (VPN) in network security design. Students will implement designs using equipment in a laboratory setting.Prerequisites

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

CET 2660 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Technical Elective Credits Required: 3

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Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

Total Program Credits Required: 60

Technical Elective Courses

CET 2182C - PC Hardware A+

This course is designed to prepare the student to take the A+ Certification exam, by teaching the student basic technical skills needed to understand the function and operation of the major elements of personal computer systems, and how to localize and correct common hardware and software problems.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CET 2892C - Advanced Network Security

This course examines advanced network security topics including, but not limited to, advanced topics in integration of hardware firewalls, advanced topics in Intrusion Detection Systems (IDS), advanced topics in Internet Protocol-security (IPSec), and advanced topics in Virtual Private Networking (VPN) in network security design. Students will implement designs using equipment in a laboratory setting.Prerequisites

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

CET 2660 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Technical Elective Credits Required: 3

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Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

Total Program Credits Required: 60

Core Courses

CET 2660 - Network Security

This course provides an in-depth study of network security concepts and techniques. Students examine theoretical concepts that make computer network security unique. This course provides a practical, hands-on approach when examining networking security techniques. Students examine different network strategies, explore the advancement of network implementation, and study timeless problem solving strategies. The course is also intended to assist with preparation for the CompTIA security+ certification.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

CTS 1134 , and CET 2179C , minimum grade C.

CET 2179C - PC Operating Systems A+

This course is designed to help prepare the student to take the A+ Certification exams by making the student proficient in personal computer operating systems, including Windows. Major topics include disk and file management, system configurations, menu

driven processing, graphical user interfaces, boot files, disk caching, virtual memory, device drivers, remote assistance, and security essentials and security practices.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CET 2880C - Digital Forensics Fundamentals

This course offers a solid foundation to computer forensics investigations: preparing students to acquire and analyze digital evidence. The course covers tools and techniques and explains topics such as file structure, data recovery, e-mail and network investigations, and expert witness testimony. In addition, the student will gain practical knowledge in conducting digital investigations and preserving digital evidence that may be used in court or corporate inquiries.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

CET 2179C and CTS 1106 , minimum grade C

CGS 2541 - Introduction to Database Concepts

The aim of this course is to provide an introduction to data modeling and the design and implementation of relational databases and to extend the students' understanding of the principles and techniques used in the design and implementation of modern database systems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

CIS 2352C - Ethical Hacking Fundamentals

This course is designed to provide the student with an understanding of the techniques and methodologies of security penetration testing. This course provides hands-on instruction using the various tools and methods that security professionals use to analyze an information system in order to discover vulnerabilities and protect against information loss, cyberterrorism, and corporate espionage. The student will be introduced to fundamental security testing concepts, gain practical knowledge of computer programming, learn how to properly document a security test, and explore the legal and ethical ramifications of penetration testing. Students will also learn how to apply the appropriate countermeasures in order to reduce the risk that an organization faces.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

CNT 1000C or CTS 1134 , minimum C

CTS 1106 - Fundamentals of Linux

This course is designed to introduce the Linux operating system to new users. The student will learn fundamental features of the operating system, including file system navigation, file permissions, editors, command shells, and basic network use. This course also provides a foundation for more advanced courses in administration and certification.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

CTS 2104 - Introduction to Windows

An introduction to operating systems in general with emphasis on windows.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

CTS 1134 - Networking Foundations

This course is designed to introduce students to the terminology and concepts of the networking industry, including data communications and networking services, OSI and TCP/IP models, topology, network media, connectivity, intermediate devices and security. This is preparation for the CompTIA Network+ certification exam.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

CTS 2314C - Network Defense and Countermeasures

This course will explore concepts of network defense and countermeasures as well as hardware and software required to design, configure and implement secure networks. Security topics covered in this course include firewalls, Intrusion Detection Systems (IDS), Virtual Private Networks (VPN) and policy creation using the Windows Operating System (OS), Transmission Control Protocol/Internet Protocol (TCP/IP) packet and signature analysis. The student will get hands-on instruction installing the network defense mechanisms and countermeasure applications. Software will be used for collecting, monitoring and auditing various activities; students will analyze threats and intrusions.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

CET 2660 minimum C

CIS 1531 - Scripting for Cybersecurity Professionals

The course scripting for cyber security professionals introduces the student to a variety of scripting languages. These scripting languages are an integral part of modern penetration testing tools. The course starts with an introduction to flow charting, windows

batch files and Linux shell scripting. With the importance of web attacks, the students will cover HTML and JavaScript. This curriculum covers ruby and python scripting, concluding with a brief overview of assembly, debugging and disassembly.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
CET 2179C , minimum C

CNT 1000C - Introduction to Networks

This course introduces the student to the basics of Internetworking technology. This is also the first of three courses designed to prepare a student to take the Cisco Certified Network Associate Exam. The student will study networks and layers, networking devices, IP addressing, ARP and RARP, media and design, topology, structured cabling, electricity, and electronics and network management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

CNT 1700C - Routing, Switching and Wireless Essentials

This course introduces the student to the architecture, components, and operations of routers and switches in small networks and introduces wireless local area networks and security concepts. This is the second of three courses designed to prepare the student to take the Cisco Certified Network Associate Exam. Students learn how to configure and troubleshoot routers and switches for advanced functionality using security best practices and resolve common issues with protocols in both IPv4 and IPv6 networks.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
CNT 1000C minimum grade of C

CNT 2211C - Enterprise Networking, Security, and Automation

This course describes the architectures and considerations related to designing, securing, operating, and troubleshooting enterprise networks. This course covers wide area network technologies and quality of service mechanisms used for secure remote access. This is the third of three courses designed to prepare the student to take the Cisco Certified Network Associate Exam. It also introduces software-defined networking, virtualization, and automation concepts that support the digitalization of network management tools. The students learn key concepts of software-defined networking, including controller-based architectures and how application programming interfaces (APIs) enable network automation.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
CNT 1700C minimum grade of C

Total Core Credits Required: 39

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Total Core Credits Required: 39

Total Core Credits Required: 39

Total Core Credits Required: 39

Total Core Credits Required: 39

Total Core Credits Required: 39

Total Core Credits Required: 39

Total Program Credits Required: 60

Technical Elective Courses

CET 2182C - PC Hardware A+

This course is designed to prepare the student to take the A+ Certification exam, by teaching the student basic technical skills needed to understand the function and operation of the major elements of personal computer systems, and how to localize and correct common hardware and software problems.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CET 2892C - Advanced Network Security

This course examines advanced network security topics including, but not limited to, advanced topics in integration of hardware firewalls, advanced topics in Intrusion Detection Systems (IDS), advanced topics in Internet Protocol-security (IPSec), and advanced topics in Virtual Private Networking (VPN) in network security design. Students will implement designs using equipment in a laboratory setting.Prerequisites

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

CET 2660 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Technical Elective Credits Required: 3

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Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

Total Technical Elective Credits Required: 3

Total Program Credits Required: 60

Law Enforcement Officer (Basic) (CCP)

State CIP Code 0743010700
Basic Skills Requirements: The student must be exempt or attain a 9th grade level on each section of the TABE exam: Math, Language and Reading.
Entry into Criminal Justice Certificate Programs requires meeting the standards as established by the Criminal Justice Standards and Training Commission and the Florida Department of Law Enforcement for employment. A copy of these requirements will be furnished by the Public Safety Division at NWFSC.

Core Courses

CJK 0002 - Introduction to Law Enforcement

This course is a component of the Florida Law Enforcement Academy. It is designed to introduce the student to law enforcement, the process for becoming a certified law enforcement officer, and the requirements of the academy program. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 12 Clock Hours/0.40 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and

Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0018 - Legal

This course is a component of the Florida Law Enforcement Academy. It is designed to introduce the student to the criminal justice system, Constitutional Law and Florida Statutes. This course includes classroom instruction and scenario-based training exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 64 Clock Hours/2.13 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0016 - Communication

This course is a component of the Florida Law Enforcement Academy. It is designed to enhance student awareness and understanding of communication and to teach students skills to enable them to effectively interact with people of diverse backgrounds. This course includes classroom instruction and scenario-based training exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 24 Clock Hours/0.80 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0019 - Interviewing and Report Writing

This course is a component of the Florida Law Enforcement Academy. It is designed to help the student learn vital communication skills including interviewing, note taking, statement taking, and report writing. This course includes classroom instruction and scenario-based training exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 56 Clock Hours/1.87 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0020 - Law Enforcement Vehicle Operations

This course is a component of the Florida Law Enforcement Academy. This course is designed to prepare prospective police officers to apply vehicle operations knowledge, principles and techniques to the police driving environment. This course includes classroom instruction and practical application on the driving range. This course is only open to students admitted to the Florida Law Enforcement. Academy.

Credit Hour(s): 48 Clock Hours/1.60 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0031 - First Aid for Criminal Justice Officers

This course is a component of the Law Enforcement and Correctional Officer Academy. This course is designed to prepare prospective police officers to apply first responder knowledge and techniques to medical emergency situations. This course includes classroom instruction and hands-on practical demonstration. This course is open only to students admitted to the Law Enforcement or the Correctional Officer Academy.

Credit Hour(s): 48 Clock Hours/1.60 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved

articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0040 - Criminal Justice Firearms

This course is a component of the Florida Law Enforcement or Correctional Officer Academy. This course is designed to give the student basic skills and knowledge needed to safety operate a firearm, and shoot a handgun, and shotgun and/or rifle with a prescribed degree of accuracy. This course includes classroom instruction and firing range practice/qualification. This course is open only to students admitted to the Florida Law Enforcement or Correctional Officer Academy.

Credit Hour(s): 80 Clock Hours/2.67 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0051 - Criminal Justice Defensive Tactics

This course is a component of the Florida Law Enforcement or Correctional Officer Academy. It is designed to prepare prospective officers to control subjects and defend themselves using appropriate defensive tactics in accordance with Florida State Statue, the United States Constitution, and case law. This course includes classroom instruction and practical physical exercises and demonstrations. This course is open only to students admitted to the Florida Law Enforcement or Correctional Officer Academy.

Credit Hour(s): 80 Clock Hours/2.67 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0063 - Fundamentals of Patrol

This course is a component of the Florida Law Enforcement Academy. It is designed to enable students to understand Community Oriented Policing and how it is implemented as a problem solving model, identify the SECURE problem solving model its application in real life situations; understand officer safety issues, identify and avoid fatal errors, identify and manage stress, maintain mental and physical fitness; respond to a call, approach a suspect, make an arrest, transport a prisoner and process the prisoner at a detention facility. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 40 Clock Hours/1.33 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0072 - Crimes Against Persons

This course is a component of the Florida Law Enforcement Academy. It is designed to prepare the student to respond appropriately to a crime against a person; conduct a preliminary investigation on crimes against persons; and, give testimony in court proceedings. It includes classroom instruction and practical exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 48 Clock Hours/1.60 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0079 - Crime Scene Follow-Up Investigations

This course is a component of the Florida Law Enforcement Academy. It is designed to prepare the student to respond to a crime scene, protect and survey a crime scene, process a crime scene, dust for latent prints, and document a crime scene by sketching,

and conduct follow up investigations. This course includes classroom instruction and scenario-based training exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 34 Clock Hours/1.13 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0401 - Traffic Stops

This course is a component of the Florida Law Enforcement Academy. It introduces the student to the basic rules for conducting safe and effective traffic stops, including ethical consideration, safety considerations, citation and warning procedures. It includes classroom instruction and practical proficiency exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 24 Clock Hours/0.80 Vocational Credit When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0403 - DUI Traffic Stops

This course is a component of the Florida Law Enforcement Academy. It introduces the student to the basic rules for conducting safe and effective DUI stops, including identifying a driver under the influence of alcohol or drugs, conducting field sobriety tests, and completing a DUI investigation. It includes classroom instruction and practical proficiency exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 24 Clock Hours/0.80 Vocational Credit When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0402 - Traffic Crash Investigations

This course is a component of the Florida Law Enforcement Academy. It introduces the student to traffic crash investigations, laws pertaining to traffic crashes and procedures for responding to a traffic crash. It includes classroom instruction and practical exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 30 Clock Hours/1.00 Vocational Credit When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0096A - Criminal Justice Physical Fitness I

This course is a component of the Law Enforcement Florida CMS and Correctional Officer Basic Recruit Academies. It is designed to encourage students to improve their overall physical fitness, improve their score on the final fitness evaluation, and adopt a foundation for lifelong fitness. This course is open only to students admitted to the Law Enforcement Florida CMS Basic Recruit Academy.

Credit Hour(s): 31 Clock Hours/1.00 Vocational Credit When Offered: (Fall, Spring, Summer) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0096B - Criminal Justice Physical Fitness II

This course is a component of the Law Enforcement Florida CMS and Correctional Officer Basic Recruit Academies. It is designed to encourage students to improve their overall physical fitness, improve their score on the final fitness evaluation, and adopt a foundation for lifelong fitness. This course is open only to students admitted to the Law Enforcement Florida CMS Basic Recruit Academy.

Credit Hour(s): 32 Clock Hours/1.00 Vocational Credit When Offered: (Fall, Spring, Summer) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0421 - Conducted Electrical Weapon/Dart-Firing Stun Gun

This course is a component of the Law Enforcement Florida CMS and Correctional Officer Basic Recruit Academies. It is designed to prepare students in the proper use of the Dart Firing Stun in accordance with the Florida State Statutes, the United States Constitution, and case law. It includes classroom instruction and practical physical exercises and demonstrations. This course is open only to students admitted to the Law Enforcement Florida CMS Basic Recruit Academy or Correctional Officer Basic Recruit Academy.

Credit Hour(s): 8 Clock Hours/0.26 Vocational Credit When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0021 - Serving Your Community

This course is a component of the Florida Law Enforcement Academy. It is designed to train students to respond to the needs of the community and people in distress. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 34 Clock Hours/1.30 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0400 - Traffic Incidents

This course is a component of the Florida Law Enforcement Academy. It introduces the student to traffic incidents, laws pertaining to traffic parking, towing and impoundment of vehicles, and methods of directing traffic. It includes classroom instruction and practical exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 12 Clock Hours/0.40 Vocational Credit When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0093 - Critical Incidents

This course is a component of the Florida Law Enforcement Academy. It is designed to enable students to identify the crowd control procedures to safely and effectively disperse or control a large group of people; understand local emergency response plans; respond to a bomb threat, assesses the scene, search and evacuate a building or suspected bomb sight, identify Weapons of Mass Destruction and properly respond to a WMD incident. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 44 Clock Hours/1.47 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take

advantage of this opportunity.

CJK 0073 - Crimes Involving Property and Society

This course is a component of the Florida Law Enforcement Academy. It is designed to prepare the student to respond appropriately to crimes against property; conduct a preliminary investigation on crimes against persons; and, give testimony in court proceedings. It includes classroom instruction and practical exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 12 Clock Hours/0.40 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

Total Program Hours Required: 785

Suggested Academic Plan

Medical Coder/Biller (CCC)

State CIP Code 0351071404

Core Courses

BSC 1085C - Anatomy and Physiology I

with

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

OR

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

BSC 2020C - Human Structure and Function

A study of the structures and functions of the human body with emphasis on system integrations (homeostasis) and an introduction to system disorders and pathologies.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

CGS 1100 - Microcomputer Applications

This is a hands-on course using computer software including discussion and practical applications of the Windows operating system, computing concepts, Internet, word processing, spreadsheets, database management, presentation software, and various communications topics.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

none

HIM 1000 - Health Information and Delivery Systems

Orientation to medical records history and professional associations. Confidentiality, filing, retrieving, indexing, numbering, storage and content of the medical record is also discussed. The course includes job search skills and professional job performance.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

HIM 2272 - Healthcare Reimbursement *

Emphasis on billing regulations for the State of Florida. Course content includes LMRPS, Workers' Compensation laws, Florida Medicare, and claims for automobile accident injuries.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

HIM 2253 and HIM 2724 are required. Knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: D

HIM 2724 - ICD Coding Part 1 *

This course provides a foundation using ICD-10-CM/PCS coding conventions, rules, methodology and sequencing, data sets, documentation requirements, and coding resources.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

HIM 1432 and HSC 1531 are required. Knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: D

Prereq/Corequisites:

BSC 2020C OR (BSC 1085C AND BSC 1086C)
Prerequisites with minimum passing grade: D

HIM 1432 - Pathopharmacology

Introduction to the nature, cause, and treatment of disease entities and the body's defense mechanisms. Commonly used drugs will also be discussed.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

HIM 2729 - ICD Coding Part 2 *

This course focuses on assigning appropriate ICD, DRG, and Level II (HCPCS) codes to a wide range of original source medical documents. This course increases the quality of code selection by applying the decision process in problem solving using well-defined medical record review methods and guidelines. Ethical practices will be discussed.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

HIM 2724 is required. Knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: C

HSC 1531 - Medical Terminology

An introduction to prefixes, suffixes, root words, combining forms, Latin and Greek forms, spelling, and pronunciation, with emphasis on building a working medical vocabulary based on body systems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

HIM 1012 - Health Care and Legal Compliance

In-depth study of federal, state, local laws governing preparation, and use of the healthcare record in the healthcare delivery system.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

HIM 2253 - CPT Coding - Part 1 *

Instruction and practice in basic CPT coding conventions, principles of classifying physician services using current procedural terminology (CPT-4), APC, and auditing procedures. Ethical standards of practice will be analyzed.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

HSC 1531 and HIM 1432 are required. Knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: D

Prereq/Corequisites:
BSC 2020C OR (BSC 1085C AND BSC 1086C)
Prerequisites with minimum passing grade: D

HIM 2291 - CPT Coding Part 2 *

This is an advanced course in ICD, CPT and HCPCS coding systems. Students will learn guidelines and applications to more complex case studies and health records according to current ethical standards of practice, inpatient and outpatient prospective payment systems, encoding software and RBRVs.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
HIM 2253 and HIM 2729 Are required. Knowledge of basic computer and keyboarding skills are strongly recommended.
Prerequisites with minimum passing grade: D

Note:

HIM 2815C - Professional Practice Experience *

Working in a simulated, online environment, students will endeavor to code and bill using nationally recognized, American Health Information Management Association (AHIMA) simulation software.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

Prereq/Corequisites:
HIM 2291 HIM 2729

Total Core Credits Required: 37

Total Program Credits Required: 37

Notes:

Suggested Academic Plan

Nursing (A.S.)

State CIP Code 1351380100
The Associate in Science (A.S.) Nursing program at Northwest Florida State College located in Niceville, Florida is accredited by the:
Accreditation Commission for Education in Nursing (ACEN)
3390 Peachtree Road NE, Suite 1400
Atlanta, GA 30326
(404) 975-5000
View the public information disclosed by the ACEN regarding this program at
http://www.acenursing.com/accreditedprograms/programsearch.htm
This program is a Selective Admission program subject to additional program policies. Policies are strictly enforced and students should work with a Student Success Navigator rather than self-advise. The admission criteria and process are subject to change; students should refer to the Selective Program Admissions/Nursing (A.S.) webpage for the most current information. All courses in the A.S. Nursing program, including general education and core courses, must be completed with a minimum grade of "C" to graduate with the A.S. Degree in Nursing.

General Education

AMH 2020 - American History II

(NOTE: To fully meet the Civic Literacy requirement, the Florida Civic Literacy Exam (FCLE) must also be completed.) American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.
____ ____ Core Mathematics 3 Credit Hours ♦

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

____ ____ Core Humanities 3 Credit Hours ♦

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

POS 1041 - American Government

OR

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is

part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.

Total General Education Credits Required: 20

Total General Education Credits Required: 20

Core Courses

A minimum grade of "C" in each Core course is required.

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

NUR 1021C - Nursing Process I

This course introduces concepts and principles of holistic nursing care. Students will build on knowledge obtained in the biophysical and psycho-social sciences in this first of four required theory courses in the nursing curriculum. Content includes an introduction to healthcare systems, ethical-legal aspects of nursing practice, health and illness, communications, functional health patterns of clients, stress-adaptation, professional behaviors, and all steps of the nursing process with emphasis on assessment of older adult clients. Students begin socialization into the role of the Associate Degree Nurse as a member of an interdisciplinary healthcare team.

Credit Hour(s): 6 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Admission to the AS Nursing Program; BSC 1085C , ENC 1101 , Core College Level Math

Corequisite(s):

NUR 1021L

Prereq/Corequisites:

BSC 1086C

Note:

Special Nursing Program policies may apply to this course.

NUR 1021L - Nursing Process I Clinical Experience

This course introduces students to the role of the Associate Degree Nurse in providing direct, holistic nursing care to young, middle-aged and older adults who are hospitalized or in community settings. Students are introduced to all steps of the nursing process with a focus on assessment skills. Students will identify self-learning needs and set their own goals for improvement. Critical thinking and working effectively with peers and other healthcare professionals as a team member is expected. The demonstration of caring behaviors and therapeutic communication as a provider of bedside, technical nursing care is emphasized. Students must demonstrate safe performance of basic nursing skills, including but not limited to medication administration, physical assessment, and comfort care.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Admission to the AS Nursing Program; BSC 1085C , ENC 1101 , Core College Level Math

Corequisite(s):

NUR 1021C

Prereq/Corequisites:

BSC 1086C

Note:

Special Nursing Program policies may apply to this course.

NUR 1231C - Nursing Process II

An introduction to the role of the associate degree nurse in providing direct, holistic nursing care to young, middle-aged and elderly adults who are hospitalized or receiving care in community settings. Emphasis is on applying all steps of the nursing process with focus on assessment skills. Pre-requisite college foundation and nursing courses provide theoretical bases for nursing care. Critical thinking is an expected behavior along with skills in working ethically and effectively with peers and other health care professionals as a team member; demonstrate caring behaviors and therapeutic communication with clients as a provider of bedside, technical nursing care. The student is expected to demonstrate safe performance of basic nursing skills, e.g., medication administration, physical assessment and comfort care of hospitalized adults and nursing home residents.

Credit Hour(s): 5 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 1021L , NUR 1021C , OR LPN LICENSURE, BSC 1086C

Corequisite(s):

NUR 1750L

Prereq/Corequisites:

DEP 2004

Note:

Special Nursing Program policies may apply to this course.

NUR 1750L - Nursing Process II - Clinical Experience

This course builds on competencies presented in Nursing Process I regarding the role of the Associate Degree Nurse in providing direct, holistic nursing care for adult clients experiencing dysfunctional health patterns. Clinical experiences in hospitals, clinics, and community settings provide students with opportunities to apply the nursing process in care of clients, including the older adult. Students continue to develop management skills through conflict management and other professional behaviors. Students demonstrate safe performance of all basic and more complex nursing skills.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 1021L , NUR 1021C , OR LPN LICENSURE, BSC 1086C

Corequisite(s):

NUR 1231C

Note:

Special Nursing Program policies may apply to this course.

NUR 2233C - Nursing Process III

Students continue to use the nursing process and critical thinking with emphasis on primary and secondary prevention as nursing interventions in clients experiencing threats to functional health patterns, including children whose normal lines of defense have been invaded by stressors to the degree thathospitalization is necessary.Nursing practice issues continue to focus on ethical-legal issues related to acute and/or chronicillness and disability.Management skills include delegation and career development.

Credit Hour(s): 6 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 1231C , NUR 1750L , and NUR 1143

Corequisite(s):

NUR 2233L

Prereq/Corequisites:

MCB 2010C

NUR 2233L - Nursing Process III – Clinical Experience

Students continue to use the nursing process and critical thinking with emphasis on primary and secondary prevention as nursing interventions in clients experiencing threats to functional health patterns, including children whose normal lines of defense have been invaded by stressors to the degree thathospitalization is necessary.Nursing practice issues continue to focus on ethical-legal issues related to acute and/or chronicillness and disability.Management skills include delegation and career development.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 1231C , NUR 1750L , and NUR 1143

Corequisite(s):

NUR 2233C

Prereq/Corequisites:

MCB 2010C

Note:

Special Nursing Program policies may apply to this course.

NUR 2241C - Nursing Process IV

Students integrate knowledge and principles of the biophysical and psychosocial sciences to solve life-threatening problems that affect a limited number of critically ill clients in a variety of clinical settings. Students differentiate holistic nursing care therapies in primary, secondary and tertiary care settings. Students become proficient in applying all steps in the nursing process with emphasis on evaluating nursing care outcomes. Students apply critical thinking skills in exploring case-based practice situations and work together in learning seminars to select effective client care improvement processes. Self-evaluation is part of the socialization process to prepare students for the work world as competent, caring staff nurses. Nursing practice issues include licensure standards and continued professional development.

Credit Hour(s): 5 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 2233L , NUR 2233C , MCB 2010C

Corequisite(s):

NUR 2241L

Note:

Special Nursing program policies may apply to this course.

NUR 2241L - Nursing Process IV – Clinical Experience

Students integrate knowledge and principles of the biophysical and psychosocial sciences to solve life-threatening problems that affect a limited number of critically ill clients in a variety of clinical settings. Students differentiate holistic nursing care therapies in primary, secondary and tertiary care settings. Students become proficient in applying all steps in the nursing process with emphasis on evaluating nursing care outcomes. Students apply critical thinking skills in exploring case-based practice situations and work together in learning seminars to select effective client care improvement processes. Self-evaluation is part of the socializationprocess to prepare students for the work world as competent, caring staff nurses. Nursing practice issues include licensure standards and continued professional development.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 2233C , NUR 2233L , MCB 2010C

Corequisite(s):

NUR 2241C

Note:

Special Nursing Program policies may apply to this course.

NUR 2811L - Nursing Capstone

LPNs will receive credit for NUR 1021C, and NUR 1021L.

This capstone course provides a time during the last four weeks of the nursing program in which students begin to transition from the student role into the graduate role as an associate degree nurse. Students attend seminar hours and complete standardized testing for evaluation in proficiency in applying all steps in the nursing process with emphasis on evaluating safe nursing care outcomes. Students complete clinical practice hours with an experienced registered nurse preceptor to provide holistic nursing care for a limited number of clients. The focus is on demonstration of all professional behaviors and competencies expected of the associate degree registered nurse graduate at entry level. Clinical experiences provide hands-on learning opportunities, enhancing clinical thinking, safe nursing judgment, and clinical confidence in skills. Clinical experiences take place in a variety of clinical settings and work schedules.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prereq/Corequisites:

NUR 2241C and NUR 2241L

Note:

Special Nursing Program policies may apply to this course.

NUR 1143 - Pharmacological Principles in Nursing

This course introduces students to concepts and principles ofpharmacology related to safeadministration of therapeutic agents within the nursing process framework. Students begin to learn major drug classifications and selected exemplars along with principles of safe, effective administration of drugs. Students will learn dosage calculation, as well as factors that affect the absorption, excretion, distribution, and metabolism of drugs, and drug actions, adverse effects and interactions.

Credit Hour(s): 2 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 1021C or LPN licensure

Total Core Credits Required: 52

Total Core Credits Required: 52

Core Courses

A minimum grade of "C" in each Core course is required.

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

NUR 1021C - Nursing Process I

This course introduces concepts and principles of holistic nursing care. Students will build on knowledge obtained in the biophysical and psycho-social sciences in this first of four required theory courses in the nursing curriculum. Content includes an introduction to healthcare systems, ethical-legal aspects of nursing practice, health and illness, communications, functional health patterns of clients, stress-adaptation, professional behaviors, and all steps of the nursing process with emphasis on assessment of older adult clients. Students begin socialization into the role of the Associate Degree Nurse as a member of an interdisciplinary healthcare team.

Credit Hour(s): 6 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
Admission to the AS Nursing Program; BSC 1085C , ENC 1101 , Core College Level Math

Corequisite(s):
NUR 1021L

Prereq/Corequisites:
BSC 1086C

Note:
Special Nursing Program policies may apply to this course.

NUR 1021L - Nursing Process I Clinical Experience

This course introduces students to the role of the Associate Degree Nurse in providing direct, holistic nursing care to young, middle-aged and older adults who are hospitalized or in community settings. Students are introduced to all steps of the nursing process with a focus on assessment skills. Students will identify self-learning needs and set their own goals for improvement. Critical thinking and working effectively with peers and other healthcare professionals as a team member is expected. The demonstration of caring behaviors and therapeutic communication as a provider of bedside, technical nursing care is emphasized. Students must demonstrate safe performance of basic nursing skills, including but not limited to medication administration, physical assessment, and comfort care.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
Admission to the AS Nursing Program; BSC 1085C , ENC 1101 , Core College Level Math

Corequisite(s):
NUR 1021C

Prereq/Corequisites:
BSC 1086C

Note:
Special Nursing Program policies may apply to this course.

NUR 1231C - Nursing Process II

An introduction to the role of the associate degree nurse in providing direct, holistic nursing care to young, middle-aged and elderly adults who are hospitalized or receiving care in community settings. Emphasis is on applying all steps of the nursing process with focus on assessment skills. Pre-requisite college foundation and nursing courses provide theoretical bases for nursing care. Critical thinking is an expected behavior along with skills in working ethically and effectively with peers and other health care professionals as a team member; demonstrate caring behaviors and therapeutic communication with clients as a provider of bedside, technical nursing care. The student is expected to demonstrate safe performance of basic nursing skills, e.g., medication administration, physical assessment and comfort care of hospitalized adults and nursing home residents.

Credit Hour(s): 5 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
NUR 1021L , NUR 1021C , OR LPN LICENSURE, BSC 1086C

Corequisite(s):
NUR 1750L

Prereq/Corequisites:
DEP 2004

Note:
Special Nursing Program policies may apply to this course.

NUR 1750L - Nursing Process II - Clinical Experience

This course builds on competencies presented in Nursing Process I regarding the role of the Associate Degree Nurse in providing direct, holistic nursing care for adult clients experiencing dysfunctional health patterns. Clinical experiences in hospitals, clinics, and community settings provide students with opportunities to apply the nursing process in care of clients, including the older adult. Students continue to develop management skills through conflict management and other professional behaviors. Students demonstrate safe performance of all basic and more complex nursing skills.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
NUR 1021L , NUR 1021C , OR LPN LICENSURE, BSC 1086C

Corequisite(s):
NUR 1231C

Note:

Special Nursing Program policies may apply to this course.

NUR 2233C - Nursing Process III

Students continue to use the nursing process and critical thinking with emphasis on primary and secondary prevention as nursing interventions in clients experiencing threats to functional health patterns, including children whose normal lines of defense have been invaded by stressors to the degree thathospitalization is necessary.Nursing practice issues continue to focus on ethical-legal issues related to acute and/or chronicillness and disability.Management skills include delegation and career development.

Credit Hour(s): 6 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 1231C , NUR 1750L , and NUR 1143

Corequisite(s):

NUR 2233L

Prereq/Corequisites:

MCB 2010C

NUR 2233L - Nursing Process III – Clinical Experience

Students continue to use the nursing process and critical thinking with emphasis on primary and secondary prevention as nursing interventions in clients experiencing threats to functional health patterns, including children whose normal lines of defense have been invaded by stressors to the degree thathospitalization is necessary.Nursing practice issues continue to focus on ethical-legal issues related to acute and/or chronicillness and disability.Management skills include delegation and career development.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 1231C , NUR 1750L , and NUR 1143

Corequisite(s):

NUR 2233C

Prereq/Corequisites:

MCB 2010C

Note:

Special Nursing Program policies may apply to this course.

NUR 2241C - Nursing Process IV

Students integrate knowledge and principles of the biophysical and psychosocial sciences to solve life-threatening problems that affect a limited number of critically ill clients in a variety of clinical settings. Students differentiate holistic nursing care therapies in primary, secondary and tertiary care settings. Students become proficient in applying all steps in the nursing process with emphasis on evaluating nursing care outcomes. Students apply critical thinking skills in exploring case-based practice situations and work together in learning seminars to select effective client care improvement processes. Self-evaluation is part of the socialization process to prepare students for the work world as competent, caring staff nurses. Nursing practice issues include licensure standards and continued professional development.

Credit Hour(s): 5 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 2233L , NUR 2233C , MCB 2010C

Corequisite(s):

NUR 2241L

Note:

Special Nursing program policies may apply to this course.

NUR 2241L - Nursing Process IV – Clinical Experience

Students integrate knowledge and principles of the biophysical and psychosocial sciences to solve life-threatening problems that affect a limited number of critically ill clients in a variety of clinical settings. Students differentiate holistic nursing care therapies in primary, secondary and tertiary care settings. Students become proficient in applying all steps in the nursing process with emphasis on evaluating nursing care outcomes. Students apply critical thinking skills in exploring case-based practice situations and work together in learning seminars to select effective client care improvement processes. Self-evaluation is part of the socializationprocess to prepare students for the work world as competent, caring staff nurses. Nursing practice issues include licensure standards and continued professional development.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 2233C , NUR 2233L , MCB 2010C

Corequisite(s):

NUR 2241C

Note:

Special Nursing Program policies may apply to this course.

NUR 2811L - Nursing Capstone

LPNs will receive credit for NUR 1021C, and NUR 1021L.

This capstone course provides a time during the last four weeks of the nursing program in which students begin to transition from the student role into the graduate role as an associate degree nurse. Students attend seminar hours and complete standardized testing for evaluation in proficiency in applying all steps in the nursing process with emphasis on evaluating safe nursing care outcomes. Students complete clinical practice hours with an experienced registered nurse preceptor to provide holistic nursing care for a limited number of clients. The focus is on demonstration of all professional behaviors and competencies expected of the associate degree registered nurse graduate at entry level. Clinical experiences provide hands-on learning opportunities, enhancing clinical thinking, safe nursing judgment, and clinical confidence in skills. Clinical experiences take place in a variety of clinical settings and work schedules.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prereq/Corequisites:

NUR 2241C and NUR 2241L

Note:

Special Nursing Program policies may apply to this course.

NUR 1143 - Pharmacological Principles in Nursing

This course introduces students to concepts and principles ofpharmacology related to safeadministration of therapeutic agents within the nursing process framework. Students begin to learn major drug classifications and selected exemplars along with principles of safe, effective administration of drugs. Students will learn dosage calculation, as well as factors that affect the absorption, excretion, distribution, and metabolism of drugs, and drug actions, adverse effects and interactions.

Credit Hour(s): 2 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 1021C or LPN licensure

Total Core Credits Required: 52

Total Core Credits Required: 52

Technical Electives (Not Required)

NUR 1940L - Summer Clinical Enrichment

This elective course is designed to offer students the opportunity to gain additional clinical practice during the summer semester. Working with a preceptor and the nursing faculty in area hospitals, the student will be able to perform all skills learned in successfully completed nursing courses. Core Course in these Programs

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

NUR 1750L - Nursing Process II - Clinical Experience or NUR 1021L - Nursing Process I Clinical Experience

Technical Electives (Not Required)

NUR 1940L - Summer Clinical Enrichment

This elective course is designed to offer students the opportunity to gain additional clinical practice during the summer semester. Working with a preceptor and the nursing faculty in area hospitals, the student will be able to perform all skills learned in successfully completed nursing courses. Core Course in these Programs

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

NUR 1750L - Nursing Process II - Clinical Experience or NUR 1021L - Nursing Process I Clinical Experience

Total Program Credits Required: 72

Total Program Credits Required: 72

Suggested Two Year Academic Plan

General Education

AMH 2020 - American History II

(NOTE: To fully meet the Civic Literacy requirement, the Florida Civic Literacy Exam (FCLE) must also be completed.) American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.
____ ____ Core Mathematics 3 Credit Hours ♦

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

____ ____ Core Humanities 3 Credit Hours ♦

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from

placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

POS 1041 - American Government

OR

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.

Total General Education Credits Required: 20

Total General Education Credits Required: 20

Paralegal Studies (A.S.)

State CIP Code 1722030200

General Education

Total General Education Credits Required: 18

Core Courses

BUL 2241 - Business Law I

Introductory course in business law with objective of presenting the law underlying business transactions. Course includes the study of the Law of Contracts, the Law of Bailments, and the Law of Sales based on the Uniform Commercial Code. Recommended for Business degree students.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

PLA 1003 - Introduction to Paralegal Studies

Designed to give students a broad understanding of the nature of the paralegal profession and the elements contained within the profession, as well as its responsibility.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

PLA 1005 - Legal Terminology

This course is designed to give an explanation of the common legal vocabulary involved in the broad, general principles of substantive and common law.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

PLA 1013 - Introduction to the Legal System

A practical introduction to the U.S. legal system, types and sources of law, the courts, and related topics; a beginning course for students seeking careers in legal secretary technology or legal assisting.

Credit Hour(s): 3 Credit Hours When Offered: Spring

PLA 1114 - Legal Research and Writing

This course is designed to provide the student with necessary skills and knowledge required in legal research/case analysis and legal writing.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

PLA 1003 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

PLA 1203 - Civil Procedure

This course provides an insight into the system of dispute resolution for private parties and the government provided by the court systems of the various states and the federal government in a non-criminal setting.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

PLA 1600 - Wills, Trusts, and Probate

This course is designed to provide the student with an introductory knowledge of estate planning, wills, and probate administration.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

PLA 1800 - Introduction to Family Law

An introduction to practices as they relate to family law.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

PLA 2273 - Tort Law

This course is designed to provide the student with an introductory knowledge of tort law with objectives centered on personal injury torts.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

PLA 2304 - Criminal Law

Includes the study of the fundamentals of criminal law to include historical background and development, jurisdiction, the criminal act and responsibility, as well as, classification and analysis of Florida Statutes.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

PLA 2305 - Criminal Procedure

Includes the study of the fundamentals of constitutional, criminal and civil law; principles, duties and mechanics of criminal procedures in Florida as applied to arrest, search, seizure, and court processing; and a functional analysis of the rules of evidence in court procedures.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

PLA 2614 - Real Estate Law

Introduces students to residential and commercial real estate documents, their form and contents, and the mechanics of their use, and provides a detailed explanation of modern real estate transactions.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

Total Core Credits Required: 36

Technical Elective Courses

BUL 2242 - Business Law II

Course context explores laws relative to negotiable instruments, agency, partnerships, (includes study of Uniform Partnership Act), corporation law, creditors rights, consumer protection and insurance. Based on Uniform Commercial Code.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

BUL 2241 is required and knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: D

CLP 1001 - Personal Adjustment

Psychology of adjustment, application of psychological theory for problem solving and better mental health. An examination of psychological defense mechanisms and adaptive behavior.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

LIS 2004 - Introduction to Internet Research

Introduction to Internet Research is a one-credit hour course offered only online. The course focuses on methods of accessing information resources available through the internet. Students learn to design search strategies, retrieve, evaluate, and cite internet resources.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

a full service Internet account, including an electronic mail address from an Internet Service Provider (ISP), or access through a corporate or educational institution prior to beginning the course.

MNA 2100 - Organizational Behavior

Designed to help students develop an understanding of how they may be motivated to work together in greater harmony in all kinds of organizations. The basis of human motivation and how it is influenced by leadership, the organization itself, and the social environment in which the organization exists.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

OST 2335 - Business Communications

Business Communications is a comprehensive coverage of language structure and particular emphasis on writing superior business letters and reports. Instruction in principle, then illustration, and practice in applying the principles. A fundamental concept of the appearance, language and style, tone and psychology of effective business letters.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

SPC 2300 - Interpersonal Communication

This course studies the speech communication principles involved in one-to-one interaction, comprehensive listening, conflict resolution, family and group communication and intrapersonal thought. Learning techniques may include small group participation, role play, as well as formal and informal presentations.

Credit Hour(s): 3 Credit Hours † When Offered: (Fall, Spring) Note:

† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

PLA 2949 - Internship - Paralegal

On-the-job training in the Associate of Science Paralegal Studies program in which the student is enrolled. The student is under the supervision, at work, of a qualified supervisor. The supervisor will rate the student's performance, knowledge, comprehension, dependability, initiative, cooperativeness, and total performance. A project paper or approved project will be submitted by the student three weeks prior to the close of the semester. May be repeated twice for a total of six credits.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

completion of a minimum of 12 credit hours in the appropriate discipline, including PLA 1003 and permission of the instructor is required. Prerequisites with minimum passing grade: D.

Note:

*This college credit course is not intended for transfer and may not be applied toward the AA degree.

Total Technical Elective Credits Required: 10

Total Program Credits Required: 64

Suggested Two Year Academic Plan

Paramedic (CCC)

State CIP Code 0351090405
Admission will be through a Selective Admissions process. Graduates will be eligible to sit for the Paramedic certification exam. The curriculum forms the core of the Emergency Medical Services (A.S.) degree (State CIP Code 1351090402). Students may "add on" general education credits and some college credit electives to the Paramedic certificate and earn the A.S. degree. Students interested in pursuing this program should contact the Emergency Medical Services Office (850) 729-5378.

Prerequisites for Admission

OR

BSC 1085C - Anatomy and Physiology I AND BSC 1086C - Anatomy and Physiology II

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 2020C - Human Structure and Function

A study of the structures and functions of the human body with emphasis on system integrations (homeostasis) and an introduction to system disorders and pathologies.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

AND

HSC 1531 - Medical Terminology

An introduction to prefixes, suffixes, root words, combining forms, Latin and Greek forms, spelling, and pronunciation, with emphasis on building a working medical vocabulary based on body systems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Prerequisite Credits Required: 7

Core Courses

EMS 2232 - Paramedic Processes II

Second course in the sequence necessary for Paramedic program completion. Integrates and reinforces concepts and clinical skills learned in Paramedic Processes I, with emphasis on pharmacology, cardiology and Advanced Cardiac Life Support (ACLS) skills. Other topics include assessment and management of OB/GYN emergencies, psychiatric emergencies, pediatric emergencies, musculoskeletal injuries and mass casualty situations. Consistent with the most current DOT curriculum.

Credit Hour(s): 6 Credit Hours When Offered: (Spring) Prerequisite(s):

EMS 2231 [Inactive]

Corequisite(s):

EMS 2436L .

EMS 2435L - Paramedic Lab I

The clinical and skills laboratory companion course to EMS 2231C. Designed to provide instruction in advanced paramedic skills and the opportunity to apply these skills in the clinical setting. By state rule, the instructor-to-students ratio will not exceed six students to one instructor.

Credit Hour(s): 5 Credit Hours When Offered: (Fall) Prerequisite(s):

admission to the Paramedic program

Corequisite(s):

EMS 2231 [Inactive].

EMS 2436L - Paramedic Lab II

This course is the clinical companion course to EMS 2232C, Paramedic Processes II. It is designed to provide instruction in the advanced paramedic skills and the opportunity to apply them in the clinical setting. By state rule, the instructor-to-student ratio will not exceed six students to one instructor.

Credit Hour(s): 5 Credit Hours When Offered: (Spring) Prerequisite(s):

EMS 2435L

Corequisite(s):

EMS 2232 .

EMS 2438C - Advanced Clinical Internship

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired in the program of study. The student will work with a qualified work site supervisor on approved projects related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a unique set of objectives and assessments. This is the capstone course for the Paramedic Program.
Instructor permission is required.

Credit Hour(s): 6 Credit Hours When Offered: (Summer) Prerequisite(s):

EMS 2232 , EMS 2436L and permission of the instructor

EMS 2552 - Advanced Cardiac Life Support (ACLS)

An intense overview of the guidelines for emergency cardiac care and cardiac arrest management as published by the American Heart Association. Students must successfully pass a written examination and a skills proficiency performance examination to receive the "ACLC Provider" and successfully pass the course.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

EMT certificate and CPR for Health Care Providers certification.

EMS 2553 - Pediatric Advanced Life Support (PALS)

Designed for the EMS student. Fundamentals of recognizing infants and children who are at risk for cardiopulmonary arrest, including the strategies that are needed to prevent cardiopulmonary arrest in infants and children and the cognitive and psychomotor skills needed to resuscitate and stabilize infants and children in respiratory failure, shock or cardiopulmonary arrest.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

EMT certificate or permission of the instructor.

EMS 2555 - Prehospital Trauma Life Support

Fundamentals of managing traumatic injuries at the basic and advanced levels in accordance with the NAEMT PHTLS guidelines. The recognition and treatment of specific traumatic injuries such as pneumothorax, closed head injury, hemothorax, compensated and decompensated shock, fractures, uncontrolled bleeding, internal injuries of the abdomen and thorax. Emphasis is on rapid assessment, management and transport with discussion on mechanism of injury and kinematics of trauma.

Credit Hour(s): 1 Credit Hour When Offered: (Summer) Prerequisite(s):

EMT Certification or instructor permission

Total Core Credits Required:35

Total Program Credits Required: 42

Suggested Academic Plan

Core Courses

EMS 2232 - Paramedic Processes II

Second course in the sequence necessary for Paramedic program completion. Integrates and reinforces concepts and clinical skills learned in Paramedic Processes I, with emphasis on pharmacology, cardiology and Advanced Cardiac Life Support (ACLS) skills. Other topics include assessment and management of OB/GYN emergencies, psychiatric emergencies, pediatric emergencies, musculoskeletal injuries and mass casualty situations. Consistent with the most current DOT curriculum.

Credit Hour(s): 6 Credit Hours When Offered: (Spring) Prerequisite(s):

EMS 2231 [Inactive]

Corequisite(s):

EMS 2436L .

EMS 2435L - Paramedic Lab I

The clinical and skills laboratory companion course to EMS 2231C. Designed to provide instruction in advanced paramedic skills and the opportunity to apply these skills in the clinical setting. By state rule, the instructor-to-students ratio will not exceed six students to one instructor.

Credit Hour(s): 5 Credit Hours When Offered: (Fall) Prerequisite(s):

admission to the Paramedic program

Corequisite(s):

EMS 2231 [Inactive].

EMS 2436L - Paramedic Lab II

This course is the clinical companion course to EMS 2232C, Paramedic Processes II. It is designed to provide instruction in the advanced paramedic skills and the opportunity to apply them in the clinical setting. By state rule, the instructor-to-student ratio will not exceed six students to one instructor.

Credit Hour(s): 5 Credit Hours When Offered: (Spring) Prerequisite(s):

EMS 2435L

Corequisite(s):

EMS 2232 .

EMS 2438C - Advanced Clinical Internship

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired in the program of study. The student will work with a qualified work site supervisor on approved projects related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a unique set of objectives and assessments. This is the capstone course for the Paramedic Program.
Instructor permission is required.

Credit Hour(s): 6 Credit Hours When Offered: (Summer) Prerequisite(s):

EMS 2232 , EMS 2436L and permission of the instructor

EMS 2552 - Advanced Cardiac Life Support (ACLS)

An intense overview of the guidelines for emergency cardiac care and cardiac arrest management as published by the American Heart Association. Students must successfully pass a written examination and a skills proficiency performance examination to receive the "ACLC Provider" and successfully pass the course.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):
EMT certificate and CPR for Health Care Providers certification.

EMS 2553 - Pediatric Advanced Life Support (PALS)

Designed for the EMS student. Fundamentals of recognizing infants and children who are at risk for cardiopulmonary arrest, including the strategies that are needed to prevent cardiopulmonary arrest in infants and children and the cognitive and psychomotor skills needed to resuscitate and stabilize infants and children in respiratory failure, shock or cardiopulmonary arrest.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):
EMT certificate or permission of the instructor.

EMS 2555 - Prehospital Trauma Life Support

Fundamentals of managing traumatic injuries at the basic and advanced levels in accordance with the NAEMT PHTLS guidelines. The recognition and treatment of specific traumatic injuries such as pneumothorax, closed head injury, hemothorax, compensated and decompensated shock, fractures, uncontrolled bleeding, internal injuries of the abdomen and thorax. Emphasis is on rapid assessment, management and transport with discussion on mechanism of injury and kinematics of trauma.

Credit Hour(s): 1 Credit Hour When Offered: (Summer) Prerequisite(s):
EMT Certification or instructor permission

Total Core Credits Required:35

Total Program Credits Required: 42

Preschool Specialization (CCC)

State CIP Code 0419070908
Students who successfully complete this certificate may be eligible to receive credits towards the Early Childhood Education (A.S.) degree (State CIP Code 1413121004).

Core Courses

DEP 2100 - Child Growth and Development

This course covers the growth and development of the child from conception through age five, including the physical, social, emotional and mental development of the young child, influence of environment, and principles and theories of development.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1001 - Introduction to Early Childhood Education

Study of principles and practices of programs for young children; current research in early childhood education, role of the teacher, and selection and use of equipment and materials for groups of young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1309 - Early Childhood Education Foundations

Study of the techniques of using language arts, science, art, social studies, music, mathematics, and physical activities with young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Summer, Spring)

EEC 1949 - Internship, Early Childhood Education

On-the-job training (OJT) in the Associate in Science degree program in which the student is enrolled. The student is under the supervision, at work, of a qualified supervisor appointed by the respective agency, who works with the NWFSC instructor regarding student's OJT objectives based on student's goals and prior training. The supervisor will rate the student's performance, knowledge, comprehension, dependability, initiative, cooperativeness based on OJT performance. NWFSC instructor will evaluate student OJT experience in consultation with agency supervisor regarding OJT performance and project paper on approved project submitted two weeks prior to close of semester. This course may be repeated four times for a total of 12 semester hours. Current

background check (fingerprinting) as required by the Early Childhood program in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prereq/Corequisites:
EEC 1309 or EEC 1201 .

Total Core Credits Required: 12

Total Core Credits Required: 12

Total Program Credits Required: 12

Core Courses

DEP 2100 - Child Growth and Development

This course covers the growth and development of the child from conception through age five, including the physical, social, emotional and mental development of the young child, influence of environment, and principles and theories of development.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1001 - Introduction to Early Childhood Education

Study of principles and practices of programs for young children; current research in early childhood education, role of the teacher, and selection and use of equipment and materials for groups of young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1309 - Early Childhood Education Foundations

Study of the techniques of using language arts, science, art, social studies, music, mathematics, and physical activities with young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Summer, Spring)

EEC 1949 - Internship, Early Childhood Education

On-the-job training (OJT) in the Associate in Science degree program in which the student is enrolled. The student is under the supervision, at work, of a qualified supervisor appointed by the respective agency, who works with the NWFSC instructor regarding student's OJT objectives based on student's goals and prior training. The supervisor will rate the student's performance, knowledge, comprehension, dependability, initiative, cooperativeness based on OJT performance. NWFSC instructor will evaluate student OJT experience in consultation with agency supervisor regarding OJT performance and project paper on approved project submitted two weeks prior to close of semester. This course may be repeated four times for a total of 12 semester hours. Current background check (fingerprinting) as required by the Early Childhood program in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prereq/Corequisites:
EEC 1309 or EEC 1201 .

Total Core Credits Required: 12

Total Core Credits Required: 12

Total Program Credits Required: 12

Rapid Prototyping Specialist (CCC)

State CIP Code 0615130211

Core Courses

ETD 2364C - SolidWorks I

A basic course in Parametric Solid Design using SolidWorks Software. Topics include: basic concepts of parametric part sketching 3D part creation, Revolve, Sweep and Lofted features, shell and coil, surface creation, sheet metal and orthographic drawing production.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

ETD 2368C - SolidWorks II

The second course in a series designed to develop skill and proficiency in Parametric Solid Design, using SolidWorks Software. Topics include: sheet metal modeling, assembly concepts, assembly modeling approach and tools, advanced constraints, motion simulation, adaptive technology and drawing presentation.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ETD 2364C or higher or equivalent.

ETD 2371C - 3D Printing I

This course will develop elements of creative thinking and problem solving used in the design process, including the techniques and methods used to construct prototypes and models. In the project aspect of this course, the students select a field of specialization to explore methods and materials in a number of options in industrial environment with the use of computer simulation, modeling, and rapid prototyping.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

ETD 2364C or ETD 1355C or ETD 2357C or permission of instructor.

ETD 2372C - 3D Printing II

The student will continue to develop elements of creative thinking and problem solving used in the design process, including the techniques and methods used to construct prototypes and models. In the project aspect of this course, the students expand their knowledge in the methods and materials and of computer simulation, modeling, and rapid prototyping.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

ETD 2371C or permission of the instructor.

Core Courses

ETD 2364C - SolidWorks I

A basic course in Parametric Solid Design using SolidWorks Software. Topics include: basic concepts of parametric part sketching 3D part creation, Revolve, Sweep and Lofted features, shell and coil, surface creation, sheet metal and orthographic drawing production.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

ETD 2368C - SolidWorks II

The second course in a series designed to develop skill and proficiency in Parametric Solid Design, using SolidWorks Software. Topics include: sheet metal modeling, assembly concepts, assembly modeling approach and tools, advanced constraints, motion simulation, adaptive technology and drawing presentation.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ETD 2364C or higher or equivalent.

ETD 2371C - 3D Printing I

This course will develop elements of creative thinking and problem solving used in the design process, including the techniques and methods used to construct prototypes and models. In the project aspect of this course, the students select a field of

specialization to explore methods and materials in a number of options in industrial environment with the use of computer simulation, modeling, and rapid prototyping.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
ETD 2364C or ETD 1355C or ETD 2357C or permission of instructor.

ETD 2372C - 3D Printing II

The student will continue to develop elements of creative thinking and problem solving used in the design process, including the techniques and methods used to construct prototypes and models. In the project aspect of this course, the students expand their knowledge in the methods and materials and of computer simulation, modeling, and rapid prototyping.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
ETD 2371C or permission of the instructor.

Total Core Credits Required: 12

Core Courses

ETD 2364C - SolidWorks I

A basic course in Parametric Solid Design using SolidWorks Software. Topics include: basic concepts of parametric part sketching 3D part creation, Revolve, Sweep and Lofted features, shell and coil, surface creation, sheet metal and orthographic drawing production.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

ETD 2368C - SolidWorks II

The second course in a series designed to develop skill and proficiency in Parametric Solid Design, using SolidWorks Software. Topics include: sheet metal modeling, assembly concepts, assembly modeling approach and tools, advanced constraints, motion simulation, adaptive technology and drawing presentation.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
ETD 2364C or higher or equivalent.

ETD 2371C - 3D Printing I

This course will develop elements of creative thinking and problem solving used in the design process, including the techniques and methods used to construct prototypes and models. In the project aspect of this course, the students select a field of specialization to explore methods and materials in a number of options in industrial environment with the use of computer simulation, modeling, and rapid prototyping.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
ETD 2364C or ETD 1355C or ETD 2357C or permission of instructor.

ETD 2372C - 3D Printing II

The student will continue to develop elements of creative thinking and problem solving used in the design process, including the techniques and methods used to construct prototypes and models. In the project aspect of this course, the students expand their knowledge in the methods and materials and of computer simulation, modeling, and rapid prototyping.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
ETD 2371C or permission of the instructor.

Suggested Academic Plan

Total Core Credits Required: 12

Total Core Credits Required: 12

Total Core Credits Required: 12

Radiography (A.S.)

State CIP Code 1351091100
The Radiography program is based on selective admission, subject to additional policies and licensure requirements. The admission criteria and process are subject to change; students should refer to the Selective Program Admissions Radiography (A.S.) webpage for the most current information. All courses in the Radiography program, including required general education and core courses, must be completed with a minimum grade of "C" to graduate with the AS Degree in Radiography. Graduates are eligible to sit for the ARRT certification exam. For additional information, contact the Radiography Program at 850-863-6520 ext. 5520.
Please note: In order to be a part of the Radiography program applicant pool, students must declare Radiography as their intended major on the online admissions application.

General Education

AMH 2020 - American History II

NOTE: If you have not already done so, you must pass the Florida Civic Literacy Examination in addition to completing one of the above courses to meet the Civic Literacy Competency requirement for graduation.
American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

____ ____ Core Mathematics 3 Credit Hours ♦
Take one of the two following Social Sciences courses required to meet the Civic Literacy Competency requirement:
A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

ENC 1101 - English Composition I

___ ____ Core Humanities 3 Credit Hours ♦
Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

POS 1041 - American Government OR

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.

Total General Education Credits Required: 20

Total General Education Credits Required: 20

Core Courses

RTE 1000 - Introduction to Radiologic Technology

This course is designed to provide an overview of the history of radiography and the role and scope of practice of the practitioner in the healthcare delivery system. Organizations, accreditation, federal agencies, regulatory agencies (including OSHA) and professional credentialing will be discussed. Content includes a fundamental background in medical law, ethics, human diversity and patient consent. The student will examine a variety of ethical issues and dilemmas found in clinical practice, as well as developing a better understanding of patients, the patient's families, and professional peers through comparison of diverse populations based on value systems, cultural and ethnic influences, communication styles and socioeconomic influences. Radiographic medical terminology and pharmacology will be covered. Site specific clinical education paperwork will be completed. Background check, drug screening, training and clinical site approval mandatory.

Credit Hour(s): 2 Credit Hours When Offered: (Fall, offered as needed) Prerequisite(s):

Admission to the Radiography Program.

RTE 1111 - Introduction to Radiographic Patient Care

This course is designed to prepare radiography students to provide basic patient care. Basic concepts of patient care will be described, as well as infection control procedures and standard precautions. This course includes hospital specific training. Health risks, life stages, HIV/AIDs and domestic violence will be discussed. This course also includes an introduction to medical and radiographic terminology. Topics include vital signs, venipuncture, body mechanics and transport, verbal/nonverbal communication,

and some pharmacology.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):

admission to the Radiography Program.

RTE 1418 - Radiographic Techniques I

This course is designed to establish a knowledge base in factors that govern and influence the production and recording of radiographic images. This course introduces the student to a comprehensive study and theory of the production of x-rays and primary exposure factors of radiographic imaging. The image parameters of density, contrast, recorded detail, image distortion and blur will be studied as well as ancillary devices and equipment required to produce a quality radiographic image. Digital imaging with related accessories will be emphasized. Class demonstrations and exercises are used to demonstrate application of theory.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Any Core general education mathematics course. Grade of "C" or higher.

RTE 1457C - Radiographic Techniques II

This course is a continuation of RTE 1418 Radiographic Techniques I. Course content includes the basics of magnetism, electricity, motors, generators, rectifying systems, x-ray tube and filament circuitry. Topics in electromagnetism such as self and mutual induction, high voltage transformation, and AC rectification will be emphasized. An introduction of special radiographic methods will include automatic exposure control, computers, fluoroscopy and image intensification, subtraction radiography, conventional tomography, digital image receptors, and digital image acquisition and manipulation.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):

RTE 1418 .

Corequisite(s):

RTE 1513C
RTE 1814L

RTE 1503C - Radiographic Procedures I

This course is designed to provide the Radiography student with instruction in radiographic examinations of the chest, abdomen, upper extremity and lower extremity. An introduction to medical and radiographic terminology, radiographic anatomy, and image critique are also included.

Credit Hour(s): 4 Credit Hours When Offered: (Fall) Prerequisite(s):

BSC 1085C and admission to the Radiography program.

RTE 1513C - Radiographic Procedures II

This course is a continuation of RTE 1503C . It is designed to provide the student with instruction in radiographic procedures and anatomy in the distal extremities, hip region, spine, ribs, and sternum and the cranium. Critical thinking, medical and radiographic terminology, as well as image critique are emphasized.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):

RTE 1503C , RTE 1804L , and BSC 1086C

Corequisite(s):

RTE 1814L .

RTE 1804L - Radiography Clinical Education I

This course involves the practical application of the theories covered in RTE 1503C and RTE 1000 . Rotations provide experience with various imaging systems, protocols, and patient care. Students observe, assist and perform basic radiographic procedures (chest, abdomen and extremities) under direct supervision. This course emphasizes patient care and critical thinking. This course meets at the affiliate hospitals. Uniforms, name badges and radiographic markers required.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Admission to the Radiography Program

Corequisite(s):

RTE 1503C

RTE 1814L - Radiography Clinical Education II

This course is a continuation of Radiography Clinical Education I. This clinical training emphasizes lower and upper extremity. Medical and radiographic terminology, patient care, critical thinking and communication skills are emphasized. This course meets at the affiliate hospitals. Uniforms, name badges and radiographic markers required.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

RTE 1804L

Corequisite(s):

RTE 1513C .

RTE 1824L - Radiography Clinical Education III

This course is a continuation of Radiography Clinical Education II. The student is expected to continue to refine those skills related to objectives listed in Clinical Practicum's I and II. The student will gain experience and develop clinical competence in general radiographic procedures such as the cranium and specialized contrast studies. Advanced patient care skills, critical thinking, imaging and exposure techniques, radiation protection application and image processing will be emphasized. This rotation covers clinical experience in all phases of fundamental radiologic procedures and image critique. Students will rotate through ancillary departments in this course.

Credit Hour(s): 4 Credit Hours When Offered: (Summer) Prerequisite(s):

RTE 1814L

Corequisite(s):

RTE 2523C .

RTE 2061 - Radiographic Preparation for Practice

This course is designed review information in preparation for the student to take the American Registry of Radiologic Technologist (ARRT) registry examination. The course will cover patient care and education, image production, equipment operation and maintenance, radiographic procedures and radiation protection. The student will also be given simulated registry examinations for practice and assessment purposes.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):

RTE 2844L

Corequisite(s):

RTE 2854L .

RTE 2385 - Radiographic Protection and Biology

This course is designed to provide the student with an overview of the principles of interaction of ionizing radiation with living systems. Ionizing effects on molecules, cells, tissues and the body as a whole are presented, along with factors affecting biological response, including; acute, chronic, stochastic and non-stochastic effects. This course is also designed to present an overview of the principles of radiation protection including the responsibilities of the radiographer for patients, personnel and the public. Radiation health and safety requirements of federal and state regulatory agencies, accreditation agencies and healthcare organizations are incorporated, as are the various methods of monitoring radiation exposure and acceptable dose limit values.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

RTE 1000 , RTE 1418 , RTE 1457C , RTE 2523C

Corequisite(s):

RTE 2844L .

RTE 2473 - Radiographic Quality Assurance

This course is designed to introduce the radiography student to evaluation methodology of radiographic systems to assure consistency in the production of quality images. Image critique, fluoroscopy, malfunctions, and specifications are some of the topics covered in the course.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):

RTE 1418 , RTE 1457C

Corequisite(s):

RTE 2844L .

RTE 2523C - Radiographic Procedures III

This course is a continuation of RTE 1513C covering cranium procedures and positioning. It is designed to provide the student with instruction in more complex radiographic procedures such as fluoroscopy, urinary studies, bone age, trauma, pediatrics, mobile and surgical radiography. Included is instruction in additional modalities and studies such as CT, MRI, arthography, myelography, and vascular studies. Attention will be given to the specialized equipment, contrast media, critical thinking and techniques necessary to perform these procedures. Radiographic anatomy, pathology, and critique of images are included in this course.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

RTE 1513C

Corequisite(s):

RTE 1824L .

RTE 2782 - Radiographic Pathology

This course is designed to introduce theories of disease causation and the pathophysiologic disorder that compromise healthy persons. Etiology, pathophysiologic responses, clinical manifestations, and radiographic appearance of alterations in body systems will be presented. Emphasis will be placed on pathological findings on diagnostic radiographic images.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

RTE 2523C

Corequisite(s):

RTE 2854L .

RTE 2844L - Radiography Clinical Education IV

This course is a continuation of RTE 1824L . The student is expected to continue to refine those skills related to objectives listed in Clinical Practicum's I, II and III. The student will gain experience and develop clinical competence in specialized imaging procedures, and mobile, surgical and trauma radiography. Advanced imaging skills and exposure techniques will continue to be provided. Rotations through ancillary areas continue.

Credit Hour(s): 5 Credit Hours When Offered: (Fall) Prerequisite(s):

RTE 1824L

Corequisite(s):

RTE 2385 .

RTE 2854L - Radiography Clinical Education V

All RTE courses must be completed with a grade of 75 or higher to progress in the Radiography Program.
This course is a continuation of RTE 2844L . The terminal objective for this course is to prepare the student for employment as an entry level technologist. The student is expected to continue to refine those skills related to objectives listed in Clinical Practicum's I-IV and trauma radiography. Advanced imaging skills and exposure techniques will continue to be provided. Rotations through ancillary areas continue.

Credit Hour(s): 5 Credit Hours When Offered: (Spring) Prerequisite(s):

RTE 2844L

Corequisite(s):

RTE 2061 .

RTE 2571 - Introduction to Computed Tomography

This course is designed to provide entry-level radiography students with an introduction to and basic understanding of the operation of a computed tomography (CT) device. Content is not intended to result in clinical competency.

Credit Hour(s): 1 Credit Hour When Offered: (Spring) Prerequisite(s):

RTE 1418

RTE 2533C - Radiographic Procedures IV

This is a continuation of RTE 2523C, with emphasis on special procedures and additional modalities. Students are required to complete observations hours within specialty areas.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):

RTE 2523C

Corequisite(s):

RTE 2844L

Total Core Credits Required: 57

Total Core Credits Required: 57

Total Program Credits Required: 77

Suggested Two Year Academic Plan

Core Courses

RTE 1000 - Introduction to Radiologic Technology

This course is designed to provide an overview of the history of radiography and the role and scope of practice of the practitioner in the healthcare delivery system. Organizations, accreditation, federal agencies, regulatory agencies (including OSHA) and professional credentialing will be discussed. Content includes a fundamental background in medical law, ethics, human diversity and patient consent. The student will examine a variety of ethical issues and dilemmas found in clinical practice, as well as developing a better understanding of patients, the patient's families, and professional peers through comparison of diverse populations based on value systems, cultural and ethnic influences, communication styles and socioeconomic influences. Radiographic medical terminology and pharmacology will be covered. Site specific clinical education paperwork will be completed. Background check, drug screening, training and clinical site approval mandatory.

Credit Hour(s): 2 Credit Hours When Offered: (Fall, offered as needed) Prerequisite(s):

Admission to the Radiography Program.

RTE 1111 - Introduction to Radiographic Patient Care

This course is designed to prepare radiography students to provide basic patient care. Basic concepts of patient care will be described, as well as infection control procedures and standard precautions. This course includes hospital specific training. Health risks, life stages, HIV/AIDs and domestic violence will be discussed. This course also includes an introduction to medical and radiographic terminology. Topics include vital signs, venipuncture, body mechanics and transport, verbal/nonverbal communication, and some pharmacology.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):

admission to the Radiography Program.

RTE 1418 - Radiographic Techniques I

This course is designed to establish a knowledge base in factors that govern and influence the production and recording of radiographic images. This course introduces the student to a comprehensive study and theory of the production of x-rays and primary exposure factors of radiographic imaging. The image parameters of density, contrast, recorded detail, image distortion and blur will be studied as well as ancillary devices and equipment required to produce a quality radiographic image. Digital imaging with related accessories will be emphasized. Class demonstrations and exercises are used to demonstrate application of theory.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Any Core general education mathematics course. Grade of "C" or higher.

RTE 1457C - Radiographic Techniques II

This course is a continuation of RTE 1418 Radiographic Techniques I. Course content includes the basics of magnetism, electricity, motors, generators, rectifying systems, x-ray tube and filament circuitry. Topics in electromagnetism such as self and mutual induction, high voltage transformation, and AC rectification will be emphasized. An introduction of special radiographic methods will include automatic exposure control, computers, fluoroscopy and image intensification, subtraction radiography, conventional tomography, digital image receptors, and digital image acquisition and manipulation.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):

RTE 1418 .

Corequisite(s):

RTE 1513C
RTE 1814L

RTE 1503C - Radiographic Procedures I

This course is designed to provide the Radiography student with instruction in radiographic examinations of the chest, abdomen, upper extremity and lower extremity. An introduction to medical and radiographic terminology, radiographic anatomy, and image

critique are also included.

Credit Hour(s): 4 Credit Hours When Offered: (Fall) Prerequisite(s):

BSC 1085C and admission to the Radiography program.

RTE 1513C - Radiographic Procedures II

This course is a continuation of RTE 1503C . It is designed to provide the student with instruction in radiographic procedures and anatomy in the distal extremities, hip region, spine, ribs, and sternum and the cranium. Critical thinking, medical and radiographic terminology, as well as image critique are emphasized.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):

RTE 1503C , RTE 1804L , and BSC 1086C

Corequisite(s):

RTE 1814L .

RTE 1804L - Radiography Clinical Education I

This course involves the practical application of the theories covered in RTE 1503C and RTE 1000 . Rotations provide experience with various imaging systems, protocols, and patient care. Students observe, assist and perform basic radiographic procedures (chest, abdomen and extremities) under direct supervision. This course emphasizes patient care and critical thinking. This course meets at the affiliate hospitals. Uniforms, name badges and radiographic markers required.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Admission to the Radiography Program

Corequisite(s):

RTE 1503C

RTE 1814L - Radiography Clinical Education II

This course is a continuation of Radiography Clinical Education I. This clinical training emphasizes lower and upper extremity. Medical and radiographic terminology, patient care, critical thinking and communication skills are emphasized. This course meets at the affiliate hospitals. Uniforms, name badges and radiographic markers required.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

RTE 1804L

Corequisite(s):

RTE 1513C .

RTE 1824L - Radiography Clinical Education III

This course is a continuation of Radiography Clinical Education II. The student is expected to continue to refine those skills related to objectives listed in Clinical Practicum's I and II. The student will gain experience and develop clinical competence in general radiographic procedures such as the cranium and specialized contrast studies. Advanced patient care skills, critical thinking, imaging and exposure techniques, radiation protection application and image processing will be emphasized. This rotation covers clinical experience in all phases of fundamental radiologic procedures and image critique. Students will rotate through ancillary departments in this course.

Credit Hour(s): 4 Credit Hours When Offered: (Summer) Prerequisite(s):

RTE 1814L

Corequisite(s):

RTE 2523C .

RTE 2061 - Radiographic Preparation for Practice

This course is designed review information in preparation for the student to take the American Registry of Radiologic Technologist (ARRT) registry examination. The course will cover patient care and education, image production, equipment operation and maintenance, radiographic procedures and radiation protection. The student will also be given simulated registry examinations for practice and assessment purposes.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):

RTE 2844L

Corequisite(s):

RTE 2854L .

RTE 2385 - Radiographic Protection and Biology

This course is designed to provide the student with an overview of the principles of interaction of ionizing radiation with living

systems. Ionizing effects on molecules, cells, tissues and the body as a whole are presented, along with factors affecting biological response, including; acute, chronic, stochastic and non-stochastic effects. This course is also designed to present an overview of the principles of radiation protection including the responsibilities of the radiographer for patients, personnel and the public. Radiation health and safety requirements of federal and state regulatory agencies, accreditation agencies and healthcare organizations are incorporated, as are the various methods of monitoring radiation exposure and acceptable dose limit values.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

RTE 1000 , RTE 1418 , RTE 1457C , RTE 2523C

Corequisite(s):

RTE 2844L .

RTE 2473 - Radiographic Quality Assurance

This course is designed to introduce the radiography student to evaluation methodology of radiographic systems to assure consistency in the production of quality images. Image critique, fluoroscopy, malfunctions, and specifications are some of the topics covered in the course.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):

RTE 1418 , RTE 1457C

Corequisite(s):

RTE 2844L .

RTE 2523C - Radiographic Procedures III

This course is a continuation of RTE 1513C covering cranium procedures and positioning. It is designed to provide the student with instruction in more complex radiographic procedures such as fluoroscopy, urinary studies, bone age, trauma, pediatrics, mobile and surgical radiography. Included is instruction in additional modalities and studies such as CT, MRI, arthography, myelography, and vascular studies. Attention will be given to the specialized equipment, contrast media, critical thinking and techniques necessary to perform these procedures. Radiographic anatomy, pathology, and critique of images are included in this course.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

RTE 1513C

Corequisite(s):

RTE 1824L .

RTE 2782 - Radiographic Pathology

This course is designed to introduce theories of disease causation and the pathophysiologic disorder that compromise healthy persons. Etiology, pathophysiologic responses, clinical manifestations, and radiographic appearance of alterations in body systems will be presented. Emphasis will be placed on pathological findings on diagnostic radiographic images.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

RTE 2523C

Corequisite(s):

RTE 2854L .

RTE 2844L - Radiography Clinical Education IV

This course is a continuation of RTE 1824L . The student is expected to continue to refine those skills related to objectives listed in Clinical Practicum's I, II and III. The student will gain experience and develop clinical competence in specialized imaging procedures, and mobile, surgical and trauma radiography. Advanced imaging skills and exposure techniques will continue to be provided. Rotations through ancillary areas continue.

Credit Hour(s): 5 Credit Hours When Offered: (Fall) Prerequisite(s):

RTE 1824L

Corequisite(s):

RTE 2385 .

RTE 2854L - Radiography Clinical Education V

All RTE courses must be completed with a grade of 75 or higher to progress in the Radiography Program.
This course is a continuation of RTE 2844L . The terminal objective for this course is to prepare the student for employment as an entry level technologist. The student is expected to continue to refine those skills related to objectives listed in Clinical Practicum's

I-IV and trauma radiography. Advanced imaging skills and exposure techniques will continue to be provided. Rotations through ancillary areas continue.

Credit Hour(s): 5 Credit Hours When Offered: (Spring) Prerequisite(s):
RTE 2844L

Corequisite(s):
RTE 2061 .

RTE 2571 - Introduction to Computed Tomography

This course is designed to provide entry-level radiography students with an introduction to and basic understanding of the operation of a computed tomography (CT) device. Content is not intended to result in clinical competency.

Credit Hour(s): 1 Credit Hour When Offered: (Spring) Prerequisite(s):
RTE 1418

RTE 2533C - Radiographic Procedures IV

This is a continuation of RTE 2523C, with emphasis on special procedures and additional modalities. Students are required to complete observations hours within specialty areas.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):
RTE 2523C

Corequisite(s):
RTE 2844L

Total Core Credits Required: 57

Total Core Credits Required: 57

Total Program Credits Required: 77

Sports, Fitness and Recreation Management (A.S.)

State CIP Code 1731050701

General Education

Total General Education Credits Required: 18

Total General Education Credits Required: 18

Core Courses

HLP 1081 - Wellness: Practice and Theory

A course designed to promote wellness through assessment, instruction and fitness programs which, if applied, will enable the individual to achieve and/or maintain a high quality of health and fitness throughout life. Based on assessment test results a physical examination by a physician may be recommended.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HSC 1100 - Health Education

A systematic and comprehensive coverage of basic factual material, concepts, terminology, and important trends in major health areas of concern today.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

HSC 1400 - First Aid

Preparation to meet emergencies that occur in the school, home or on the highway. Instruction and practice in dressing and bandaging, care of wounds, shock, bone and joint injuries, cardiopulmonary resuscitation, transportation of the injured oral poisoning and other medical emergencies.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

PEM 1131A - Strength Training

This course is a high intensity lecture/demonstration and flexible lab hour weight training program designed to increase the size, strength, and endurance of the skeletal muscle system. Instruction includes, but is not limited to, weight training safety, etiquette, history, and nutrition. Instruction will be given in the design of progressive resistance programs to increase total body efficiency and to meet the objectives of the individual student. Students are responsible for determining fitness for training, and those with medical problems which restrict personal activities are encouraged to obtain medical clearance before enrolling in the course.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

PET 1000 - Introduction to Physical Education

A study of the history of physical education and sport with particular emphasis placed on present practices and trends.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

PET 2622 - Care and Prevention of Athletic Injuries

Designed to provide students with a basic knowledge of the care, prevention, and rehabilitation of injuries received during participation in physical education activities to include the effects and dangers of drug use including performance enhancing drugs.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

LEI 1544 - Outdoor Recreation Management

This course examines the fundamental influences on outdoor recreation. The course also provides information on hazards, conservation considerations, and safety factors in planning and organizing outdoor recreations. Basic first aid, CPR, and AED training is incorporated as it pertains to outdoor recreation. Field trips may be assigned as warranted.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

Total Core Credits Required: 21

Technical Elective Courses

CCJ 1020 - Introduction to Criminal Justice

An introduction to the philosophical and historical background of law enforcement and the administration of criminal justice. Organization and jurisdiction of local, state, and federal law enforcement agencies, court and criminal procedures, career opportunities in the Criminal Justice field are also covered.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

CGS 1100 - Microcomputer Applications

This is a hands-on course using computer software including discussion and practical applications of the Windows operating system, computing concepts, Internet, word processing, spreadsheets, database management, presentation software, and various communications topics.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

none

CLP 1001 - Personal Adjustment

Psychology of adjustment, application of psychological theory for problem solving and better mental health. An examination of psychological defense mechanisms and adaptive behavior.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

CLP 2140 - Abnormal Psychology

A study of the different problems in psychopathology, including anxiety, depression, social deviance, psychosis, schizophrenia, mental retardation and general brain dysfunction of both children and adults, with emphasis on descriptive etiology, known causes, and treatments.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

PSY 2012 .

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EDF 1005 - Introduction to the Teaching Profession (Elementary Education)

A study of the history, philosophy, and social context of education. The course will help the student think critically about the process of education and their role as an educator.During an eighteen hour field experience, the student will observe and participate an elementary educational setting. An additional fingerprinting cost may be associated with this course. If used to meet state prerequisite requirements for entry intoaBachelor ofTeacher Education program, this course requires a minimum grade of "C."

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

ENC 1101 AND MAC 1105 – minimum grade of "C" for both courses

EEX 2010 - Introduction to Exceptional Children

Study of incidence, nature, etiology, law and services available in connection with learners with disabilities such as: intellectual and developmental disabilities, learning disabilities, attention deficit hyperactive disorder, emotional or behavioral disorder, autism spectrum disorder, communication disorders, deaf or hard of hearing, blind, physical disabilities, other health impairments, and gifted and talented.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

LIN 1670 - Writing and Grammar

The course includes practice in writing short essays and encompasses a comprehensive review of grammar and mechanics. This course is strongly recommended for students who have completed Developmental Writing, those who want a preparation for Composition, or those who score 103-116 on the PERT.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal achievement, successful completion of any required developmental English coursework with a minimum grade of "C", or exemption from placement testing.

MAN 2021 - Management

Each function of management is analyzed and described in a systematic manner. Both the distilled experience of practical managers and the findings of scholars are presented. Other aspects of management are presented such as management process and concepts analysis of the technical knowledge and skills of managers, influences upon managerial decision-making process, and the psychological principles inherent in management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MAT 1033A - Intermediate Algebra

This is an intermediate algebra course designed to prepare students for general education mathematics/statistics courses. This course emphasizes concepts, techniques, and applications of the following major topics; factoring, algebraic functions, radicals and rational exponents, complex numbers, quadratic equations, rational equations, two-variable linear equations/inequalities and their graphs, systems of linear equations and inequalities, and an introduction to functions. This course may be used as an elective, but does not meet Gordon Rule requirements for B.A.S., A.A., or A.S. transfer students.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring mathematics achievement, successful completion of MAT 0028 with a grade of "C" or better, or exemption from placement testing.

MNA 2100 - Organizational Behavior

Designed to help students develop an understanding of how they may be motivated to work together in greater harmony in all kinds of organizations. The basis of human motivation and how it is influenced by leadership, the organization itself, and the social environment in which the organization exists.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

PEM 2108 - Fitness Lab

Instruction and participation in an exercise program with emphasis on muscle endurance, strength and flexibility.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

HLP 1081 or approved wellness assessment by the department chair.

Note:

This course may be taken up to four times for credit.

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SPC 1608 - Public Speaking

Emphasis is on assisting the individual to develop his/her potential in oral communication. Individual participation in preparation and presentation of speeches reinforced by continuing group analysis and constructive criticism.

Credit Hour(s): 3 Credit Hours † When Offered: (Fall, Spring, Summer) Note:

† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

SPC 2300 - Interpersonal Communication

This course studies the speech communication principles involved in one-to-one interaction, comprehensive listening, conflict resolution, family and group communication and intrapersonal thought. Learning techniques may include small group participation, role play, as well as formal and informal presentations.

Credit Hour(s): 3 Credit Hours † When Offered: (Fall, Spring) Note:

† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2010 - Social Problems

Introduction to the sociological study of the nature of social problems to insure understanding of their impact on the individual, the group and social institutions in societal and cultural settings. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

THE 2000 - Theatre Appreciation

____ ____ - Selected Activity Courses (PEL, PEM, PEO) 4 Credit Hours

____ ____ - Other Approved College Credits

An introduction to theater and theatrical production. Topics span a wide range of interest – critical, historical, aesthetic and practical – intended to lay a foundation for further knowledge and skill of the theater. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education. This course contains an oral communication component and may be used to satisfy the Speaking-Across-the-Curriculum requirement.

Credit Hour(s): 3 Credit Hours † ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Total Technical Elective Credits Required: 21

Total Program Credits Required: 60

General Education

Total General Education Credits Required: 18

Total General Education Credits Required: 18

Suggested Two Year Academic Plan

Core Courses

HLP 1081 - Wellness: Practice and Theory

A course designed to promote wellness through assessment, instruction and fitness programs which, if applied, will enable the individual to achieve and/or maintain a high quality of health and fitness throughout life. Based on assessment test results a physical examination by a physician may be recommended.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HSC 1100 - Health Education

A systematic and comprehensive coverage of basic factual material, concepts, terminology, and important trends in major health areas of concern today.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

HSC 1400 - First Aid

Preparation to meet emergencies that occur in the school, home or on the highway. Instruction and practice in dressing and bandaging, care of wounds, shock, bone and joint injuries, cardiopulmonary resuscitation, transportation of the injured oral poisoning and other medical emergencies.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

PEM 1131A - Strength Training

This course is a high intensity lecture/demonstration and flexible lab hour weight training program designed to increase the size, strength, and endurance of the skeletal muscle system. Instruction includes, but is not limited to, weight training safety, etiquette, history, and nutrition. Instruction will be given in the design of progressive resistance programs to increase total body efficiency and to meet the objectives of the individual student. Students are responsible for determining fitness for training, and those with medical problems which restrict personal activities are encouraged to obtain medical clearance before enrolling in the course.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

PET 1000 - Introduction to Physical Education

A study of the history of physical education and sport with particular emphasis placed on present practices and trends.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

PET 2622 - Care and Prevention of Athletic Injuries

Designed to provide students with a basic knowledge of the care, prevention, and rehabilitation of injuries received during participation in physical education activities to include the effects and dangers of drug use including performance enhancing drugs.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

LEI 1544 - Outdoor Recreation Management

This course examines the fundamental influences on outdoor recreation. The course also provides information on hazards, conservation considerations, and safety factors in planning and organizing outdoor recreations. Basic first aid, CPR, and AED training is incorporated as it pertains to outdoor recreation. Field trips may be assigned as warranted.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

Total Core Credits Required: 21

Technical Elective Courses

CCJ 1020 - Introduction to Criminal Justice

An introduction to the philosophical and historical background of law enforcement and the administration of criminal justice. Organization and jurisdiction of local, state, and federal law enforcement agencies, court and criminal procedures, career opportunities in the Criminal Justice field are also covered.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

CGS 1100 - Microcomputer Applications

This is a hands-on course using computer software including discussion and practical applications of the Windows operating system, computing concepts, Internet, word processing, spreadsheets, database management, presentation software, and various communications topics.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

none

CLP 1001 - Personal Adjustment

Psychology of adjustment, application of psychological theory for problem solving and better mental health. An examination of psychological defense mechanisms and adaptive behavior.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

CLP 2140 - Abnormal Psychology

A study of the different problems in psychopathology, including anxiety, depression, social deviance, psychosis, schizophrenia, mental retardation and general brain dysfunction of both children and adults, with emphasis on descriptive etiology, known causes, and treatments.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

PSY 2012 .

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EDF 1005 - Introduction to the Teaching Profession (Elementary Education)

A study of the history, philosophy, and social context of education. The course will help the student think critically about the process of education and their role as an educator.During an eighteen hour field experience, the student will observe and participate an elementary educational setting. An additional fingerprinting cost may be associated with this course. If used to meet state prerequisite requirements for entry intoaBachelor ofTeacher Education program, this course requires a minimum grade of "C."

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

ENC 1101 AND MAC 1105 – minimum grade of "C" for both courses

EEX 2010 - Introduction to Exceptional Children

Study of incidence, nature, etiology, law and services available in connection with learners with disabilities such as: intellectual and developmental disabilities, learning disabilities, attention deficit hyperactive disorder, emotional or behavioral disorder, autism spectrum disorder, communication disorders, deaf or hard of hearing, blind, physical disabilities, other health impairments, and gifted and talented.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

LIN 1670 - Writing and Grammar

The course includes practice in writing short essays and encompasses a comprehensive review of grammar and mechanics. This course is strongly recommended for students who have completed Developmental Writing, those who want a preparation for Composition, or those who score 103-116 on the PERT.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal achievement, successful completion of any required developmental English coursework with a minimum grade of "C", or exemption from placement testing.

MAN 2021 - Management

Each function of management is analyzed and described in a systematic manner. Both the distilled experience of practical managers and the findings of scholars are presented. Other aspects of management are presented such as management process and concepts analysis of the technical knowledge and skills of managers, influences upon managerial decision-making process, and the psychological principles inherent in management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MAT 1033A - Intermediate Algebra

This is an intermediate algebra course designed to prepare students for general education mathematics/statistics courses. This course emphasizes concepts, techniques, and applications of the following major topics; factoring, algebraic functions, radicals and rational exponents, complex numbers, quadratic equations, rational equations, two-variable linear equations/inequalities and their graphs, systems of linear equations and inequalities, and an introduction to functions. This course may be used as an elective, but

does not meet Gordon Rule requirements for B.A.S., A.A., or A.S. transfer students.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring mathematics achievement, successful completion of MAT 0028 with a grade of "C" or better, or exemption from placement testing.

MNA 2100 - Organizational Behavior

Designed to help students develop an understanding of how they may be motivated to work together in greater harmony in all kinds of organizations. The basis of human motivation and how it is influenced by leadership, the organization itself, and the social environment in which the organization exists.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

PEM 2108 - Fitness Lab

Instruction and participation in an exercise program with emphasis on muscle endurance, strength and flexibility.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

HLP 1081 or approved wellness assessment by the department chair.

Note:

This course may be taken up to four times for credit.

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SPC 1608 - Public Speaking

Emphasis is on assisting the individual to develop his/her potential in oral communication. Individual participation in preparation and presentation of speeches reinforced by continuing group analysis and constructive criticism.

Credit Hour(s): 3 Credit Hours † When Offered: (Fall, Spring, Summer) Note:

† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

SPC 2300 - Interpersonal Communication

This course studies the speech communication principles involved in one-to-one interaction, comprehensive listening, conflict resolution, family and group communication and intrapersonal thought. Learning techniques may include small group participation, role play, as well as formal and informal presentations.

Credit Hour(s): 3 Credit Hours † When Offered: (Fall, Spring) Note:

† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2010 - Social Problems

Introduction to the sociological study of the nature of social problems to insure understanding of their impact on the individual, the group and social institutions in societal and cultural settings. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful

completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

THE 2000 - Theatre Appreciation

____ ____ - Selected Activity Courses (PEL, PEM, PEO) 4 Credit Hours

____ ____ - Other Approved College Credits

An introduction to theater and theatrical production. Topics span a wide range of interest – critical, historical, aesthetic and practical – intended to lay a foundation for further knowledge and skill of the theater. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education. This course contains an oral communication component and may be used to satisfy the Speaking-Across-the-Curriculum requirement.

Credit Hour(s): 3 Credit Hours † ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Total Technical Elective Credits Required: 21

Stage Technology (Theater & Entertainment) (CCC)

State CIP Code 0650050201

Core Courses

TPA 1210 - Stagecraft

This course is an introduction to the principles of stagecraft: stage terminology, stage safety, instruction in proper use of shop tools, basic theater construction methods, understanding of theatrical rigging, and understanding of general background practices.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

TPA 1290 - Technical Theatre Lab I

This course is designed to complement other technical theatre courses by giving the student the opportunity for hands-on interaction in a structured lab setting. Students will be assigned duties appropriate for their skills that will synthesize the classroom experience.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as Needed)

TPA 2220 - Lighting Design

An introduction to stage lighting. Topics include history of stage lighting, fundamentals of light and illumination, lighting control, and lighting practices.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Corequisite(s):

TPA 1210

TPA 2600 - Stage Management

This course is an introduction to the study and application of stage management as it relates to the manager portfolio, the stage manager morgue, rules and regulations relating to I.A.T.S.E., rules related to contracts, competence in stage management, proper communication with directors, technical directors, designers, cast members and crews, competence in technical discussion areas and basic first aid.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

THE 2304 - Script Analysis

An introduction to the examination and analysis of play scripts as preparation for production. Students will read plays from various periods and genres, and analyze such dramatic elements as plot, theme, character, dialogue, and style.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as Needed)

TPA 1291 - Technical Theatre Lab II

This course is designed to continue to complement other technical theatre courses by giving the student the opportunity for hands-on interaction in a structured lab setting. Students will be assigned duties appropriate for their skills that will synthesize the classroom experience.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as Needed) Prerequisite(s):
TPA 1290

TPA 2212 - Sound Production for the Stage

This course is an introduction to audio production and reinforcement for the stage. Students will learn how to use and maintain equipment, record and edit sound effects, and mixing live sound. Emphasis will be placed on digital audio techniques and equipment.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as Needed)

Total Core Credits Required: 17

Total Program Credits Required: 17

Early Childhood Education, Birth through Four (B.S.)

State CIP Code 1101312102
*This program is available fully online
The Bachelor of Science in Early Childhood Education, Birth through Four is designed to prepare students to work in programs serving children ages 0-4 years. Graduates will be prepared for advancement in the Early Childhood career field. The degree offers a career ladder for students earning the Associate of Science in Early Childhood Education at NWFSC, which includes one state-mandated prerequisite courses. A.S. students will complete an additional 18 hours of General Education classes during their upper division coursework, after admission to the Early Childhood Education program. Students earning an A.A. may also enter this program after completing the state-mandated prerequisite courses. These students will complete technical classes during their upper division coursework after admission to the Early Childhood Education program. For a detailed summary of graduation requirements for this degree program, see the Bachelor of Science graduation requirement section.
Substitutions for any coursework in this program of study must be approved by the Teacher Education Program Director. Please note that some courses below may require lower division prerequisites not specified as program requirements.

Suggested Two Year Academic Plan

A.A. - Associate in Arts General Degree

State CIP Code 1192401010

*This program is available fully online

The A.A. is primarily intended as a transfer degree for students continuing to a 4 year bachelor's program at a university or state college.

Associate in Arts students must complete 60 college credits to complete the degree; 36 of these credits must be general education credits distributed across five subject area categories. A student must satisfy the required number of credits in each category. The remaining 24 elective credits should be selected in consultation with an advisor, who will assist with selecting the college credits most advantageous to the student's educational goals.

General Education

Total General Education Credits Required: 36

Total General Education Credits Required: 36

A.A. Elective Requirements

Total Elective Credits Required: 24

Total Elective Credits Required: 24

Total Elective Credits Required: 24

Total Elective Credits Required: 24

Total Program Credits Required: 60

Suggested Two Year Academic Plan

AA Degree Checklist:

A.A. Elective Requirements

Total Elective Credits Required: 24

Total Elective Credits Required: 24

Total Elective Credits Required: 24

Total Elective Credits Required: 24

A.A. Elective Requirements

Total Elective Credits Required: 24

Total Elective Credits Required: 24

Total Elective Credits Required: 24

Total Elective Credits Required: 24

AA Degree Checklist:

General Education

Total General Education Credits Required: 36

Total General Education Credits Required: 36

Engineering Technology - Electronics Specialization Option (A.S.)

State CIP Code 1615000001

The purpose of this program is to prepare students for employment or provide additional training for persons previously or currently employed in the manufacturing, electronics, aerospace, or other related industries. This degree is a planned sequence of instruction consisting of the five specializations: Mechanical Design and Fabrication, Digital Design and Modeling, Advanced Technology, Digital Manufacturing and Electronics with one common core. It is recommended that students complete the core before advancing to the courses in the next level of specialization. The coverage includes communication skills, technical competency, safe and efficient work practices and a combination of theory and laboratory activities to gain the necessary cognitive and manipulative skills to support engineering design, processes, production, testing, and product quality.

The 18 credit hours core has been aligned with the Manufacturing Skills Standards Council's (MSSC) skills standards. The MSSC skill standards define the knowledge, skills, and performance needed for positions in manufacturing. After completing this core and

the General Education requirements, the students will be eligible to take the exam for the MSSC Production Technician Certification.
Students who successfully complete selected courses from this program of study may be eligible to receive the college credit certificate in Engineering Technology Support Specialist (CCC) (State CIP Code 0615000007).

Technical Required Courses

EET 1141C - Solid State Electronics

This is the third course required for Electronics Aide certificate. This course introduces the student to the concept, components, and uses of solid state electronics. Topics include semiconductor devices; thyristors and diodes, transistors, amplifiers, power supplies, oscillators, and optoelectronics. The use of capacitors and inductors in solid state electronics will be also covered. The design, set-up, and troubleshooting solid state circuits and devices using various power supplies and function generators will be dispersed throughout the class.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

EET 1025C

EET 1180C - Industrial Electronic Troubleshooting

This course covers troubleshooting procedure for a variety of electronic equipment and circuits common to industrial applications. The student will develop and implement trouble shooting protocols and plans, equipment monitoring plans, a preventive maintenance plan, and select appropriate test and monitoring equipment. Safety in an industrial setting will be stressed and reinforced through a series of lab exercises throughout the course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

EET 2155C - Linear Integrated Circuits

This course covers the fundamentals and applications of linear integrated circuits and operational amplifiers. The course covers includes inverting and non-inverting amplifiers, comparators, signal generators, differential and instrumentation amplifiers, operational amplifier specifications, active filters, modulator-demodulator integrated circuits, timers, analog to digital converters (ADC), and digital to analog converters (DAC) and measurement and analysis of linear circuits and devices.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

EET 1015C , EET 1025C

ETS 1542C - Introduction to Programmable Logic Controllers

This is an introductory course in Programmable Logic Controllers (PLCs.) The student will learn basic concepts with a focus on programming and practical applications.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

Total Technical Credits Required: 12

Total Technical Credits Required: 12

Suggested Two Year Academic Plan

Technical Required Courses

EET 1141C - Solid State Electronics

This is the third course required for Electronics Aide certificate. This course introduces the student to the concept, components, and uses of solid state electronics. Topics include semiconductor devices; thyristors and diodes, transistors, amplifiers, power supplies, oscillators, and optoelectronics. The use of capacitors and inductors in solid state electronics will be also covered. The design, set-up, and troubleshooting solid state circuits and devices using various power supplies and function generators will be dispersed throughout the class.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
EET 1025C

EET 1180C - Industrial Electronic Troubleshooting

This course covers troubleshooting procedure for a variety of electronic equipment and circuits common to industrial applications. The student will develop and implement trouble shooting protocols and plans, equipment monitoring plans, a preventive maintenance plan, and select appropriate test and monitoring equipment. Safety in an industrial setting will be stressed and reinforced through a series of lab exercises throughout the course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

EET 2155C - Linear Integrated Circuits

This course covers the fundamentals and applications of linear integrated circuits and operational amplifiers. The course covers includes inverting and non-inverting amplifiers, comparators, signal generators, differential and instrumentation amplifiers, operational amplifier specifications, active filters, modulator-demodulator integrated circuits, timers, analog to digital converters (ADC), and digital to analog converters (DAC) and measurement and analysis of linear circuits and devices.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
EET 1015C , EET 1025C

ETS 1542C - Introduction to Programmable Logic Controllers

This is an introductory course in Programmable Logic Controllers (PLCs.) The student will learn basic concepts with a focus on programming and practical applications.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

Total Technical Credits Required: 12

Total Technical Credits Required: 12

Welding Technology (CCP)

State CIP Code 0648050805
This program offers a broad foundation of knowledge and skills to prepare students for employment in the welding industry. Admissions Requirement: The applicant must 1) earn a Postsecondary Education Readiness (PERT) score that demonstrates college readiness [[permalink=556|new:{'title':1}#placement-chart]](score information)[[/permalink]] or 2) pass Tests of Adult Basic Education (TABE) with a completion level 10, unless otherwise exempt.

Core Courses

PMT 0153C - Metal Preparation and Thermal Cutting Processes

This course enables the student to set up, inspect, operate, and perform oxy/fuel cutting equipment, air carbon arc and plasma arc cutting activities. Students will learn methods for piercing, slotting, squaring, and beveling plain carbon steel, aluminum, and stainless steel.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as needed) Note:
*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0121C - Basic Shielded Metal Arc Welding (SMAW)

This course provides instruction and demonstration using shielded metal arc welding (SMAW). Topics include visually inspect of welds, and basic SMAW technical terminology. Basic structural welding techniques will be demonstrated in accordance with American Welding Society (AWS) D1.1 structural welding code. Tack welding and metal joint fit of carbon steel is covered in this

course.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0126C - Intermediate Shielded Metal Arc Welding (SMAW)

This course will enable the student to identify metals using visual, magnetic and spark methods, identify and interpret welding symbols, demonstrate the ability to identify and use the correct filler metals and shielding gases and fabricate parts from a drawing or sketch using intermediate SMAW techniques.

Credit Hour(s): 90 Clock Hours/3.00 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):

PMT 0122C [Inactive]

Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0127C - Advanced Shielded Metal Arc Welding (SMAW)

This course will provide the student with hands-on skills performing tests, examining metal surfaces, and setting up shielded metal arc (SMAW) equipment to make groove welds, all positions on plain carbon steel. The student will perform lab/shop procedures to safely prepare the area, demonstrating the ability to identify and use filler metals and shielding gases as well as performing visual and destructive analysis in the qualification testing of welds on carbon steels.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):

PMT 0126C

Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0134C - Gas Metal Arc Welding (GMAW)

An introduction to metal inert gas welding (MIG). Emphasizes the principles involved in the operating of MIG equipment.
A beginning course in welding principles of MIG.

Credit Hour(s): 60 Clock Hours/2.00 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0143C - Flux-Core Arc Welding

Students will be able to make quality welds using the FCAW in the flat, horizontal, vertical and over-head positions. This course also includes instructions in metal transfer and shielding gases associated with the FCAW process. Students will use information contained in the textbook, instructions, and demonstrations by the instruction.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as Needed)

Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and

Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0137C - Gas Tungsten Arc Welding

An advanced course in welding principles of TIG welding.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as Needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0101C - Blueprint Reading For Welders

This course provides students with the understanding and fundamentals of industrial blueprint reading including blueprint symbols, dimensions, joints, fabrication and welding symbols.

Credit Hour(s): 90 Clock Hours/3.00 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0102C - Introduction to Welding and Industrial Safety

An introduction to the welding skills including safety, measuring, communication, leadership, use of tools, and equipment.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0182C - Weld Inspection Fundamentals

Fundamentals of welder inspection and development of welding procedure specifications in accordance with American Welding Society (A.W.S.) and the American Society of Mechanical Engineers (A.S.M.E.) used to prepare students to pass nationally recognized welder certification tests.

Credit Hour(s): 90 Clock Hours/3.00 Vocational Credits When Offered: (Offered as needed) Prereq/Corequisites:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

Total Program Hours Required: 1050 Clock Hours/35 Vocational Credits

Suggested Academic Plan

Welding Technology - Advanced (CCP)

State CIP Code 0648050806

Admissions Requirement: The applicant must 1) earn a Postsecondary Education Readiness (PERT) score that demonstrates college readiness [[permalink=556|new:{'title':1}#placement-chart]](score information)[[/permalink]] or 2) pass Tests of Adult Basic Education (TABE) with a completion level 10, unless otherwise exempt.
This program offers a broad foundation of knowledge and skills to prepare students for employment in the welding industry.
A student wishing to be admitted into the Welding Technology – Advanced certificate program at Northwest Florida State College must meet one of the following prerequisites:
Have completed a Welding Technology certificate program at an accredited institution. OR
Possess an AWS certification or a company sponsored weld certification, in plate welding using the SMAW process OR
Demonstrate their abilities by passing a SMAW plate weld test to AWS standards

Core Courses

PMT 0165C - Shielded Metal Arc Weld (SMAW) Pipe Welding

This course emphasizes principles of welding pipe using the shielded metal arc (SMAW) process. Fabrication and welding of pipe in the 1, 2, 5, and 6 g positions are stressed.

Credit Hour(s): 210 Clock Hours/7.00 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0172C - Gas Tungsten Arc / Shielded Metal Arc (Combo) Pipe Welding

This course emphasizes principles of welding pipe using the gas tungsten arc (GTAW) process combined with the shielded metal arc (SMAW) process. Fabrication and welding of various size and thickness pipe in the 1, 2, 5, and 6 g positions are stressed.

Credit Hour(s): 270 Clock Hours/9.00 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0173C - Specialty Pipe Welding

This course presents technical information on gas tungsten arc welding preparation for welding pipe and pipe welding defects. The training develops the manual skills necessary to produce high quality groove welds on stainless steel pipe in the 2g, 5g and 6g positions.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0174C - Introduction to Pipefitting and Pipe Fabrication

This course introduces students the fundimentals of fabrication of pipe systems using tees, flanges and other fittings.

Credit Hour(s): 90 Clock Hours/3.00 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0190C - Emerging Technologies In Welding

This course will provide instruction on emerging techniques in welding, including pulse welding, robotics, submerged welding, adaptive welding and hybrid laser-arc welding. The content emphasizes specific careers and workforce needs in the welding

industry.

Credit Hour(s): 60 Clock Hours/2.00 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

Total Program Hours Required: 750

Suggested Academic Plan

Firefighter/Emergency Medical Technician-Combined (CCP)

State CIP Code 0743020313
Admissions Requirement: The applicant must 1) earn a Postsecondary Education Readiness (PERT) score that demonstrates college readiness [[permalink=556|new:{'title':1}#placement-chart]](score information)[[/permalink]] or 2) pass Tests of Adult Basic Education (TABE) with a completion level 10, unless otherwise exempt.
Entry into the Firefighter/Emergency Medical Technician-Combined Program requires meeting the standards established by the Florida Division of State Fire Marshal, Bureau of Fire Standards and Training. A copy of these requirements is available through the Public Safety Division of NWFSC.
Firefighters are trained to extinguish and control fires in response to situations where property, life, or the environment is in danger. At the scene of an emergency, firefighters perform tasks assigned by their commanding officer. Depending on the situation, they may need to provide medical attention, break through debris, operate fire hoses, or enter a burning building. Firefighters are often first responders to car accidents, heart attack scenes, and other medical emergencies that do not involve fire.
Graduates of this program will be eligible to apply for the examinations to become both a Florida Certified Emergency Medical Technician/National Registry Emergency Medical Technician Basic and Florida Fire Standards. This will allow graduates to obtain employment as a firefighter EMT after 2 semesters of training.
The Firefighter/EMT Certificate program is two semester program that consists of Firefighter standards and EMT training. Applicants to this program must have a high school diploma or GED and meet other applicable admission criteria. If the number of qualified applicants to the program exceeds the number of openings, students will be accepted using a combination of application points . Contact the Public Safety Office at (850) 729-5378 for additional information.

Core Courses

FFP 0010 - Firefighting I

This course is the first part of the Basic Fire Recruit Academy and prepares students for a career as a volunteer firefighter. Classroom instruction includes a variety of fire related topics which are reinforced and enhanced through practical skills activities. Upon completion, the student is eligible to test for certification as a volunteer firefighter through the Florida State Fire College and may elect to continue training in Firefighter II to pursue state certification as a career firefighter. Permission of the Public Safety Division is required.

Credit Hour(s): 191 Clock Hours/6.37 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the AA or AS degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or AS degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

FFP 0020 - Firefighting II

This course is the second part of the Basic Fire Recruit Academy and prepares students for a career as a firefighter. The delivery of instruction includes a variety of training in practical skills necessary for the mastery of the basic competencies required in the program. Upon successful completion of this course, the student is eligible to take the Bureau of Fire Standards and Training written and practical examination. Permission of the Public Safety Division is required.

Credit Hour(s): 301 Clock Hours/10.03 Vocational Credits When Offered: (Offered as needed)

Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

EMS 0110 - Emergency Medical Technician

This is an instructional program that prepares students for employment as emergency medical technicians and treat various medical/trauma conditions using appropriate equipment and materials. The program prepares students for certification as EMT's in accordance with Chapter 64J of the Florida Administrative Code. This is the initial level for a career in emergency medical services and the primary prerequisite for paramedic training and certification.

Credit Hour(s): 300 Clock Hours/10.00 Vocational Credits When Offered: (Offered as needed)

Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

Total Program Hours Required: 792

Suggested Academic Plan

Hospitality and Tourism Management (A.S.)

State CIP Code 1252090101

The Hospitality and Tourism program prepares students for employment in management positions in the hospitality industry and/or provides supplemental training for persons previously or currently employed in these occupations. The hospitality industry as addressed in this program includes the hotel, motel, bed and breakfast, resort, club, marina, and other lodging organizations. Students who successfully complete selected courses from this program of study may be eligible to receive the college credit certificate in :

Event Planning Management (CCC)
Food and Beverage Management (CCC)
Food and Beverage Operations (CCC)
Guest Services Specialist (CCC)
Rooms Division Management (CCC)
Rooms Division Operations (CCC)

General Education

Total General Education Credits Required: 18

Core Courses

HFT 1000 - Introduction to Hospitality Management

Into to Hospitality Management explores the hospitality industry and various career paths available as an industry professional. Different segments of the hospitality and tourism industry are examined, including resorts, condominium, hotels, restaurants, special events, and membership based clubs. An introduction to hospitality operation functions provide students with an overview of ownership, service, marketing, revenue management, human resources, technology and emerging trends.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MNA 1161 - Customer Service

Designed to build and maintain the critical skills necessary to be a dynamic and successful professional. Students and front-line individuals who work with customers every day will develop strategies to create positive customer relationships. This course provides a practical approach to the thorny issues of customer dissatisfaction and will enable managers to keep service personnel focused on the organization's goals and objectives.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

HFT 1250 - Hotel and Resort Operations

This course acquaints students with the operation of a hotel, motel and resort including front office procedures in registering, accounting for and checking out guests, promotional and sales practices, housekeeping, interior decoration, purchase of furniture, carpeting, linens and supplies, maintenance and engineering of a practical nature, facilities specifications, purchasing, and storage.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

HFT 1410 - Front Office Management

This course guides students through all the skills including directing the activities and solving the complex problems, needed to properly manage the front office of a hotel/motel/resort. The course also acquaints students with the operation of all the departments as they apply to their primary responsibility of selling rooms and serving guests.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

HFT 1500 - Marketing and Sales in the Hospitality Industry

How to sell and promote the many services the food service/lodging industries offer guests. Prepare and present the fundamentals of a marketing plan.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

HFT 2600 - Hospitality Law

Nature and function of our legal system as it applies to the operations of the hospitality industry. Innkeeper-Guest relationship, Contracts, Condominium Association contracts, Torts, Civil Rights, insurable risks are emphasized.

Credit Hour(s): 2 Credit Hours When Offered: (Fall)

HFT 2942 - Hospitality Internship

This course, an extension of Hospitality Internship (HFT2941), consists of on-the-job work experience supplied by the hotel, motel, resort and restaurant industries. Students will concentrate on 3 specific areas or functions that are career-goal oriented. Job placement will be dependent upon availability of participating hospitality institutions. The course consists of 150 hours of on-the-job instruction.

Credit Hour(s): 3 Credit Hours When Offered: (Offered Fall, Spring, Summer) Prerequisite(s):

HFT 1000 , FOS 2201 , HFT 1410 , and HFT 1250

FOS 2201 - Food Service Sanitation Management

Acquaints students with the National Restaurant Associations' ServSafe® Food Protection Manager Certification information, Food and Drug Administration's Food Code as well as the challenges and opportunities facing the hospitality and culinary industries in the areas of sanitation and safety management. The class presents a systems approach to sanitation management, utilizing the Hazard Analysis Critical Control Point Program (HACCP), and provides a basic understanding of quality sanitation management.

The curriculum is based on the National Restaurant Associations' ServSafe® Food Protection Manager Certification information. Students will sit for the ServSafe® Food Protection Manager exam at the end of this course.

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

FSS 1250C - Dining Room Management & Service

The class will learn and implement the service appropriate for restaurant a la carte dining. Focus on principles for dining service, sanitation and presentation of the dining room, review of menus and customer expectations and guest service will be covered.

Credit Hour(s): 4 Credit Hours When Offered: (Fall)

FSS 2284C - Catering, Banquet and Event Management

Students will be taught the logistics of preparation, production, transportation, and implementation of the catered event, including analysis of typical banquet/event contracts. Students learn to determine cost of the project. Emphasis is given to menu planning for various types of banquets, theme buffets, and physical management of floor lay-out and table setup. Training techniques for supervisors in dining room and banquet service is practiced. Development of stewarding and production checklists is practiced.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

FSS 2251 - Food and Beverage Management

An application of principles in commercial and institutional food and beverage facilities including marketing, menu development, effective cost control in purchasing, pricing, labor and service technique. Procedure, approaches and techniques of management are explored and developed as they relate to commercial and institutional food and beverage facilities and personnel.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

HFT 2401 - Hospitality Industry Financial Accounting

Basic understanding of financial accounting and specifically Hospitality Industry accounting concepts and procedures used in hotels, restaurants. Utilize POS system in class activities.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

HFT 2102 - Tourism Destination Management

The rapid growth of tourism worldwide has created challenges and opportunities for established and emerging tourism destinations. This course looks at how to manage destinationgrowth, measure the potential costs and benefits of a tourism development program. Exploring issues that make managing tourism and hospitality businesses different from other businesses will be a focus in this course.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

HFT 2225 - Human Relations in Hospitality

This course will analysis and focus onthe development of interpersonal management skills, including supervision, leadership behavior, motivation, communications, interpersonal and organizational processes. Specific applicationsof proven training systems and methods for managers in thehospitality industrywill be reviewed.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

Total Core Credits Required: 42

Total Program Credits Required: 60

Suggested Academic Plan

Applied Management (A.A.S.)

State CIP Code 0552020107

*This program is available fully online

The A.A.S. degree in Applied Management examines the ways in which management skills are used in a variety of businesses. Students interested in a broad range of technical fields will be able to prepare for leadership roles in the Business Management and

Administration professions.

General Education

Total General Education Credits Required: 18

Core Courses

ACG 2001 - Accounting I

This course covers the fundamental principles and procedures of double entry accounting as applied to the financial records of a business entity. The preparation of an income statement, statement of owner's equity and balance sheet are emphasized. Specific transactions and internal control associated with cash, accounts receivable and inventory will be examined in detail. The code of professional ethics will be highlighted throughout the course

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

MAN 2021 - Management

Each function of management is analyzed and described in a systematic manner. Both the distilled experience of practical managers and the findings of scholars are presented. Other aspects of management are presented such as management process and concepts analysis of the technical knowledge and skills of managers, influences upon managerial decision-making process, and the psychological principles inherent in management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 2300 - Personnel Management

An introduction to personnel practices and procedures. Topics include the personnel management system, maximizing employee potential, organizational behavior, and labor management relations.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 1345 - Supervision I

The course presents the functions of a personnel manager, philosophy of general management, organizational structure, employer socioeconomic climate and career information. Included also are job descriptions and specifications, recruiting practices, applications, resumes, interviewing, placement, performance appraisals, wage and salary administration and other related topics.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

OST 2335 - Business Communications

Business Communications is a comprehensive coverage of language structure and particular emphasis on writing superior business letters and reports. Instruction in principle, then illustration, and practice in applying the principles. A fundamental concept of the appearance, language and style, tone and psychology of effective business letters.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

APA 1000 - Accounting Fundamentals I

Or

Introduction to the principles used in measuring organization performance and reporting the results of organizational activities. Recommended for non-accounting majors.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Credits Required: 15

Technical Elective Courses

ACG 2011 - Accounting II

This course covers recording specific transactions and internal control associated with investments, fixed assets, liabilities, international operations, and stockholders' equity. Emphasizing of the cash flow statement and the code of professional ethics throughout the course will be of focus.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2001 is required and knowledge of basic computer and keyboarding skills are strongly recommended.
Prerequisites with minimum passing grade: C

ACG 2071 - Managerial Accounting

This course covers the basic principles of accounting techniques for the preparation of internal reports related to management of the firm and the interpretation of financial data useful in the decision-making process within the economic framework of the entity.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2011 is required, and knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: C

BUL 2241 - Business Law I

Introductory course in business law with objective of presenting the law underlying business transactions. Course includes the study of the Law of Contracts, the Law of Bailments, and the Law of Sales based on the Uniform Commercial Code. Recommended for Business degree students.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 1940 - Internship - Business

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired in the program of study. The student will work with a qualified work site supervisor on approved projects related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a unique set of objectives and assessments.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Active enrollment in an appropriate technical degree program and permission of the instructor. Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:

This course may be taken up to two times for credit.
* This college credit course is not intended for transfer and may not be applied toward the AA degree.

HFT 1000 - Introduction to Hospitality Management

Into to Hospitality Management explores the hospitality industry and various career paths available as an industry professional. Different segments of the hospitality and tourism industry are examined, including resorts, condominium, hotels, restaurants, special events, and membership based clubs. An introduction to hospitality operation functions provide students with an overview of ownership, service, marketing, revenue management, human resources, technology and emerging trends.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MAR 2011 - Introduction to Marketing

An introductory course in the field of marketing including a look at marketing as it exists in our economy today. Consideration of the

market, the product, distribution channels. Special emphasis on the study of human behavior in marketing promotion.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

MKA 2021 - Professional Selling

Selling, correct attitudes and personal attributes for dealing with the public on a business or professional basis.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

MKA 2041 - Retail Management

This course covers retail store management, location, buying merchandise, control policies, services, pricing, expenses, profits, training and supervision of retail sales forces, and administrative problems. Also includes a variety of current perspectives in retailing management.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

MKA 2511 - Introduction to Advertising

Advertising as a marketing tool, its planning, creation, and use. A survey of copy writing, layout, and media (newspapers, magazines, radio, television, films, etc.)

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 1161 - Customer Service

Designed to build and maintain the critical skills necessary to be a dynamic and successful professional. Students and front-line individuals who work with customers every day will develop strategies to create positive customer relationships. This course provides a practical approach to the thorny issues of customer dissatisfaction and will enable managers to keep service personnel focused on the organization's goals and objectives.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 2100 - Organizational Behavior

Designed to help students develop an understanding of how they may be motivated to work together in greater harmony in all kinds of organizations. The basis of human motivation and how it is influenced by leadership, the organization itself, and the social environment in which the organization exists.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

MTB 1103 - Business Mathematics

____ ____ Other Approved College Credits (Requires Dept. Chair Approval)
This course presents basic principles used to solve everyday business problems, including a review of basic skills and business terminology. Topics in the course include the following: base, rate and percentage, trade and cash discounts, wage and salary administration, insurance (fire and automobile), depreciation and business profits, distribution of corporate dividends, simple interest and bank discount, and buying and selling of corporation bonds and stocks.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Completion of MAT 0028 with a "C" or better or satisfactory test scores. Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Technical Elective Credits Required: 27

Total Program Credits Required: 60

Suggested Two Year Academic Plan

Business Development and Entrepreneurship (CCC)

State CIP Code 0552070306
*This program is available fully online
Students who successfully complete this certificate may be eligible to receive credits towards the Business Administration (A.S.) degree.

Core Courses

ACG 2001 - Accounting I

This course covers the fundamental principles and procedures of double entry accounting as applied to the financial records of a business entity. The preparation of an income statement, statement of owner's equity and balance sheet are emphasized. Specific transactions and internal control associated with cash, accounts receivable and inventory will be examined in detail. The code of professional ethics will be highlighted throughout the course

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

BUL 2241 - Business Law I

Introductory course in business law with objective of presenting the law underlying business transactions. Course includes the study of the Law of Contracts, the Law of Bailments, and the Law of Sales based on the Uniform Commercial Code. Recommended for Business degree students.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 1011 - Introduction to Business

Designed to give students a broad understanding of the nature of business and a preliminary idea of the various areas of business specialization.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 2430 - Business Ethics

This course addresses the legal, moral, and societal issues of ethical conduct in the business environment. Actual case studies are used to illustrate appropriate relationships among employers, employees, customers, stockholders, and other business stakeholders. Topics include: codes of ethics, laws and regulations related to ethics, conflict of interest, and moral philosophies associated with ethical conduct.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 2021 - Management

Each function of management is analyzed and described in a systematic manner. Both the distilled experience of practical managers and the findings of scholars are presented. Other aspects of management are presented such as management process and concepts analysis of the technical knowledge and skills of managers, influences upon managerial decision-making process, and the psychological principles inherent in management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 2300 - Personnel Management

An introduction to personnel practices and procedures. Topics include the personnel management system, maximizing employee potential, organizational behavior, and labor management relations.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

OST 2335 - Business Communications

Business Communications is a comprehensive coverage of language structure and particular emphasis on writing superior business letters and reports. Instruction in principle, then illustration, and practice in applying the principles. A fundamental concept

of the appearance, language and style, tone and psychology of effective business letters.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

SBM 2000 - Small Business Management
This course provides students the opportunity to learn hands-on technical applications regarding entrepreneurship. It is designed for the student who is interested in the ownership and management of a small business enterprise.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

ENT 2931 - Selected Studies in Entrepreneurship
In this course, topics of current interest are presented in group instruction.

Credit Hour(s): 1 Credit Hour When Offered: (Spring)

Total Program Credits Required: 25

Suggested Academic Plan

Event Planning Management (CCC)

State CIP Code 0252090905
Students who successfully complete this certificate may be eligible to receive credits towards the Hospitality and Tourism Management (A.S.) degree (State CIP Code 1252090101).

Core Courses

HFT 1000 - Introduction to Hospitality Management
Into to Hospitality Management explores the hospitality industry and various career paths available as an industry professional. Different segments of the hospitality and tourism industry are examined, including resorts, condominium, hotels, restaurants, special events, and membership based clubs. An introduction to hospitality operation functions provide students with an overview of ownership, service, marketing, revenue management, human resources, technology and emerging trends.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HFT 1500 - Marketing and Sales in the Hospitality Industry
How to sell and promote the many services the food service/lodging industries offer guests. Prepare and present the fundamentals of a marketing plan.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

FOS 2201 - Food Service Sanitation Management
Acquaints students with the National Restaurant Associations' ServSafe® Food Protection Manager Certification information, Food and Drug Administration's Food Code as well as the challenges and opportunities facing the hospitality and culinary industries in the areas of sanitation and safety management. The class presents a systems approach to sanitation management, utilizing the Hazard Analysis Critical Control Point Program (HACCP), and provides a basic understanding of quality sanitation management. The curriculum is based on the National Restaurant Associations' ServSafe® Food Protection Manager Certification information. Students will sit for the ServSafe® Food Protection Manager exam at the end of this course.

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

FSS 1250C - Dining Room Management & Service
The class will learn and implement the service appropriate for restaurant a la carte dining. Focus on principles for dining service, sanitation and presentation of the dining room, review of menus and customer expectations and guest service will be covered.

Credit Hour(s): 4 Credit Hours When Offered: (Fall)

FSS 2284C - Catering, Banquet and Event Management

Students will be taught the logistics of preparation, production, transportation, and implementation of the catered event, including analysis of typical banquet/event contracts. Students learn to determine cost of the project. Emphasis is given to menu planning for various types of banquets, theme buffets, and physical management of floor lay-out and table setup. Training techniques for supervisors in dining room and banquet service is practiced. Development of stewarding and production checklists is practiced.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

FSS 2251 - Food and Beverage Management

An application of principles in commercial and institutional food and beverage facilities including marketing, menu development, effective cost control in purchasing, pricing, labor and service technique. Procedure, approaches and techniques of management are explored and developed as they relate to commercial and institutional food and beverage facilities and personnel.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

HFT 2102 - Tourism Destination Management

The rapid growth of tourism worldwide has created challenges and opportunities for established and emerging tourism destinations. This course looks at how to manage destinationgrowth, measure the potential costs and benefits of a tourism development program. Exploring issues that make managing tourism and hospitality businesses different from other businesses will be a focus in this course.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

HFT 2225 - Human Relations in Hospitality

This course will analysis and focus onthe development of interpersonal management skills, including supervision, leadership behavior, motivation, communications, interpersonal and organizational processes. Specific applicationsof proven training systems and methods for managers in thehospitality industrywill be reviewed.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

Total Program Credits Required: 25

Suggested Academic Plan

Culinary Management (A.S.)

State CIP Code 1612050401

The Emerald Coast is one of the top tourist beach destinations in the U.S. and tourism is one of the leading industries in Northwest Florida. Northwest Florida State College's Culinary A.S. Degree Program is designed to support the tourism industry by preparing students for employment in the culinary and restaurant industry. Students will gain employability skills and knowledge through classroom instruction and culinary lab experience in the following courses Sanitation and Safety; Maintenance and Operation of Equipment; Methods of Preparation an d Cooking; Perform Different Types of Food Services; Nutrition; Baking; and Dining Room and Beverage Management. Students will also receive training in communications, leadership and human relations skills. This program focuses on broad, transferable skills and stresses understanding and demonstration of elements of the culinary industry. Careers include culinary manager, food and beverage manager, pastry cook, executive chef and many more.

Students who successfully complete selected courses from this program of study may be eligible to receive the college credit certificate in : Culinary Arts (CCC)

Culinary Arts Management Operations (CCC)

General Education

Total General Education Credits Required: 18

Core Courses

HFT 1000 - Introduction to Hospitality Management

Into to Hospitality Management explores the hospitality industry and various career paths available as an industry professional. Different segments of the hospitality and tourism industry are examined, including resorts, condominium, hotels, restaurants, special events, and membership based clubs. An introduction to hospitality operation functions provide students with an overview of ownership, service, marketing, revenue management, human resources, technology and emerging trends.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

FOS 2201 - Food Service Sanitation Management

Acquaints students with the National Restaurant Associations' ServSafe® Food Protection Manager Certification information, Food and Drug Administration's Food Code as well as the challenges and opportunities facing the hospitality and culinary industries in the areas of sanitation and safety management. The class presents a systems approach to sanitation management, utilizing the Hazard Analysis Critical Control Point Program (HACCP), and provides a basic understanding of quality sanitation management. The curriculum is based on the National Restaurant Associations' ServSafe® Food Protection Manager Certification information. Students will sit for the ServSafe® Food Protection Manager exam at the end of this course.

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

FSS 1120 - Food and Beverage Purchasing

Study of purchasing and inventory control functions used for the proper acquisition of all foods, beverages and disposables used in the hospitality industry. This includes the development of purchase specifications, determination of order quantities, executing supplier price comparisons, employing proper receiving procedures, managing product storage functions, and developing proper product issuing procedures. Emphasis on product cost analysis, yields, pricing formulas, controls, and record-keeping at each stage of the purchasing cycle.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

FSS 2500 - Food and Beverage Cost Control

This course focuses on the principles and procedures involved in an effective control of food, beverage and labor costs for the hospitality industry. This course provides the fundamentals for gathering information, developing performance goals and procedures, assessing and evaluating the information and applying the results to maintain efficient food, beverage and labor cost control. This course includes the examination and analysis of hospitality Profit and Loss Statements used to evaluate operational performance.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

FSS 1001 - Culinary Techniques

Emphasis in this course will be placed on the basic methods and chemistry of cooking. Students study ingredients, cooking, theories, terminology, equipment, technology, weights and measures, formula conversions and work on cooking skills and procedures.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

FOS 2201

Corequisite(s):

FSS 1202L

FSS 1202L - Food Production I

Students will acquire knowledge and skill in the preparation of food. Included are basic principles and techniques of food preparation, management of resources, use of recipes, use and care of equipment, and evaluation of food products. The course emphasizes safety and sanitation practices.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):

FOS 2201

Corequisite(s):

FSS 1001

FSS 1221L - Food Production II

Students will focus on the knowledge and preparation of meats, poultry, seafood, as well as starches, fruits and vegetables. Students will learn to prepare menus for special dietary needs. This course will utilize all dry and moist methods of cooking. Menu

selection and balance will be studied. The course emphasizes safety and sanitation procedures.

Credit Hour(s): 4 Credit Hours When Offered: (Fall) Prerequisite(s):
FOS 2201 and FSS 1202L with a grade of "C" or better.

FSS 1246L - Baking and Pastries I

Students apply the fundamentals of baking science and pastry preparation to produce a variety of bread products and pastries. Special emphasis is given to the application of advanced techniques in bakery management and the use and care of equipment found in bake shops. Preparation of breads and rolls, classical cakes and icings. Student must pass written and practical baking examination covering a variety of techniques and procedures.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
FOS 2201

FSS 2241L - International and Regional Cuisine

Students will learn quantity food production by preparing multi-course ethnic meals typical of several cultures during the semester to live guests.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):
FOS 2201 (Sanitation and Safety Management), FSS 1202L (Food Production I) with a C or Better, FSS 1221L (Food Production II) with a C or Better

FSS 2284C - Catering, Banquet and Event Management

Students will be taught the logistics of preparation, production, transportation, and implementation of the catered event, including analysis of typical banquet/event contracts. Students learn to determine cost of the project. Emphasis is given to menu planning for various types of banquets, theme buffets, and physical management of floor lay-out and table setup. Training techniques for supervisors in dining room and banquet service is practiced. Development of stewarding and production checklists is practiced.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

FSS 2251 - Food and Beverage Management

An application of principles in commercial and institutional food and beverage facilities including marketing, menu development, effective cost control in purchasing, pricing, labor and service technique. Procedure, approaches and techniques of management are explored and developed as they relate to commercial and institutional food and beverage facilities and personnel.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

FSS 2942 - Culinary Internship

The Program Director has the discretion to provide override approval as it relates to the waiver of required program/discipline-related courses. This course provides a planned work-based experience that will provide students with an opportunity to fine- tune skills learned in coursework and enhance workplace skills through supervised practical experiences related to their career objectives. Internship requires a minimum of 135 clock hours of work. May be repeated for credit, but grade forgiveness cannot be applied.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
FOS 2201 ,FSS 1202L with a grade of "C" or better, and FSS 1221L with a grade of "C" or better.

FSS 2030C - Contemporary Cuisine

Emphasis is placed on learning to use various condiments and seasonings that are indigenous to different parts of the world in food preparation. Topics may include Far East cuisine, Middle Eastern, Mediterranean, North African cuisine, Continental cuisine. Lectures, demonstrations and preparations will also cover American regional cooking, farm to table, trends in the culinary industry and greenhouse procedures. Greenhouse will be used for the lab portion of this class. Alternative diet recipes to be explored. Student must successfully pass written and practical examination covering a variety of cooking techniques.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
FOS 2201 - Food Service Sanitation Management

Total Core Credits Required: 42

Total Program Credits Required: 60

Suggested Academic Plan

Culinary Arts (CCC)

State CIP Code 0612050301
Students who successfully complete this certificate may be eligible to receive credits towards the Culinary Management (A.S.) degree (State CIP Code 1252090101).

Core Courses

HFT 1000 - Introduction to Hospitality Management

Into to Hospitality Management explores the hospitality industry and various career paths available as an industry professional. Different segments of the hospitality and tourism industry are examined, including resorts, condominium, hotels, restaurants, special events, and membership based clubs. An introduction to hospitality operation functions provide students with an overview of ownership, service, marketing, revenue management, human resources, technology and emerging trends.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

FOS 2201 - Food Service Sanitation Management

Acquaints students with the National Restaurant Associations' ServSafe® Food Protection Manager Certification information, Food and Drug Administration's Food Code as well as the challenges and opportunities facing the hospitality and culinary industries in the areas of sanitation and safety management. The class presents a systems approach to sanitation management, utilizing the Hazard Analysis Critical Control Point Program (HACCP), and provides a basic understanding of quality sanitation management. The curriculum is based on the National Restaurant Associations' ServSafe® Food Protection Manager Certification information. Students will sit for the ServSafe® Food Protection Manager exam at the end of this course.

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

FSS 1120 - Food and Beverage Purchasing

Study of purchasing and inventory control functions used for the proper acquisition of all foods, beverages and disposables used in the hospitality industry. This includes the development of purchase specifications, determination of order quantities, executing supplier price comparisons, employing proper receiving procedures, managing product storage functions, and developing proper product issuing procedures. Emphasis on product cost analysis, yields, pricing formulas, controls, and record-keeping at each stage of the purchasing cycle.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

FSS 2500 - Food and Beverage Cost Control

This course focuses on the principles and procedures involved in an effective control of food, beverage and labor costs for the hospitality industry. This course provides the fundamentals for gathering information, developing performance goals and procedures, assessing and evaluating the information and applying the results to maintain efficient food, beverage and labor cost control. This course includes the examination and analysis of hospitality Profit and Loss Statements used to evaluate operational performance.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

FSS 1001 - Culinary Techniques

Emphasis in this course will be placed on the basic methods and chemistry of cooking. Students study ingredients, cooking, theories, terminology, equipment, technology, weights and measures, formula conversions and work on cooking skills and procedures.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
FOS 2201

Corequisite(s):
FSS 1202L

FSS 1202L - Food Production I

Students will acquire knowledge and skill in the preparation of food. Included are basic principles and techniques of food preparation, management of resources, use of recipes, use and care of equipment, and evaluation of food products. The course emphasizes safety and sanitation practices.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):

FOS 2201

Corequisite(s):

FSS 1001

FSS 1221L - Food Production II

Students will focus on the knowledge and preparation of meats, poultry, seafood, as well as starches, fruits and vegetables. Students will learn to prepare menus for special dietary needs. This course will utilize all dry and moist methods of cooking. Menu selection and balance will be studied. The course emphasizes safety and sanitation procedures.

Credit Hour(s): 4 Credit Hours When Offered: (Fall) Prerequisite(s):

FOS 2201 and FSS 1202L with a grade of "C" or better.

FSS 1246L - Baking and Pastries I

Students apply the fundamentals of baking science and pastry preparation to produce a variety of bread products and pastries. Special emphasis is given to the application of advanced techniques in bakery management and the use and care of equipment found in bake shops. Preparation of breads and rolls, classical cakes and icings. Student must pass written and practical baking examination covering a variety of techniques and procedures.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

FOS 2201

FSS 2241L - International and Regional Cuisine

Students will learn quantity food production by preparing multi-course ethnic meals typical of several cultures during the semester to live guests.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):

FOS 2201 (Sanitation and Safety Management), FSS 1202L (Food Production I) with a C or Better, FSS 1221L (Food Production II) with a C or Better

FSS 2942 - Culinary Internship

The Program Director has the discretion to provide override approval as it relates to the waiver of required program/discipline-related courses. This course provides a planned work-based experience that will provide students with an opportunity to fine- tune skills learned in coursework and enhance workplace skills through supervised practical experiences related to their career objectives. Internship requires a minimum of 135 clock hours of work. May be repeated for credit, but grade forgiveness cannot be applied.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

FOS 2201 ,FSS 1202L with a grade of "C" or better, and FSS 1221L with a grade of "C" or better.

FSS 2030C - Contemporary Cuisine

Emphasis is placed on learning to use various condiments and seasonings that are indigenous to different parts of the world in food preparation. Topics may include Far East cuisine, Middle Eastern, Mediterranean, North African cuisine, Continental cuisine. Lectures, demonstrations and preparations will also cover American regional cooking, farm to table, trends in the culinary industry and greenhouse procedures. Greenhouse will be used for the lab portion of this class. Alternative diet recipes to be explored. Student must successfully pass written and practical examination covering a variety of cooking techniques.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

FOS 2201 - Food Service Sanitation Management

Total Program Credits Required: 36

Suggested Academic Plan

Culinary Arts Management Operations (CCC)

State CIP Code 0612050401
Students who successfully complete this certificate may be eligible to receive credits towards the Culinary Management (A.S.) degree (State CIP Code 1252090101).

Core Courses

HFT 1000 - Introduction to Hospitality Management

Into to Hospitality Management explores the hospitality industry and various career paths available as an industry professional. Different segments of the hospitality and tourism industry are examined, including resorts, condominium, hotels, restaurants, special events, and membership based clubs. An introduction to hospitality operation functions provide students with an overview of ownership, service, marketing, revenue management, human resources, technology and emerging trends.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

FOS 2201 - Food Service Sanitation Management

Acquaints students with the National Restaurant Associations' ServSafe® Food Protection Manager Certification information, Food and Drug Administration's Food Code as well as the challenges and opportunities facing the hospitality and culinary industries in the areas of sanitation and safety management. The class presents a systems approach to sanitation management, utilizing the Hazard Analysis Critical Control Point Program (HACCP), and provides a basic understanding of quality sanitation management. The curriculum is based on the National Restaurant Associations' ServSafe® Food Protection Manager Certification information. Students will sit for the ServSafe® Food Protection Manager exam at the end of this course.

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

FSS 1001 - Culinary Techniques

Emphasis in this course will be placed on the basic methods and chemistry of cooking. Students study ingredients, cooking, theories, terminology, equipment, technology, weights and measures, formula conversions and work on cooking skills and procedures.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

FOS 2201

Corequisite(s):

FSS 1202L

FSS 1202L - Food Production I

Students will acquire knowledge and skill in the preparation of food. Included are basic principles and techniques of food preparation, management of resources, use of recipes, use and care of equipment, and evaluation of food products. The course emphasizes safety and sanitation practices.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):

FOS 2201

Corequisite(s):

FSS 1001

FSS 1221L - Food Production II

Students will focus on the knowledge and preparation of meats, poultry, seafood, as well as starches, fruits and vegetables. Students will learn to prepare menus for special dietary needs. This course will utilize all dry and moist methods of cooking. Menu selection and balance will be studied. The course emphasizes safety and sanitation procedures.

Credit Hour(s): 4 Credit Hours When Offered: (Fall) Prerequisite(s):

FOS 2201 and FSS 1202L with a grade of "C" or better.

FSS 1246L - Baking and Pastries I

Students apply the fundamentals of baking science and pastry preparation to produce a variety of bread products and pastries. Special emphasis is given to the application of advanced techniques in bakery management and the use and care of equipment found in bake shops. Preparation of breads and rolls, classical cakes and icings. Student must pass written and practical baking

examination covering a variety of techniques and procedures.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
FOS 2201

Total Program Credits Required: 20

Suggested Academic Plan

Engineering Technology - Maintenance Technician Specialization Option (A.S.)

State CIP Code 1615000001

The purpose of this program is to prepare students for employment or provide additional training for persons previously or currently employed in the manufacturing, electronics, aerospace, or other related industries. Instruction in electrical/electronic principles, basic mechanic fundamentals, robotics and machine repair prepare the student to meet the demands and develop the skills required to maintain and troubleshoot high-tech manufacturing equipment. The coverage includes communication skills, technical competency, safe and efficient work practices and a combination of theory and laboratory activities to gain the necessary cognitive and manipulative skills to support engineering design, processes, production, testing, and product quality. Candidates interested in this program should be interested in working with their hands and enjoy the challenges of programming and troubleshooting electrical and mechanical equipment.

The core of this degree has been aligned with the Manufacturing Skills Standards Council's (MSSC) skills standards. The MSSC skill standards define the knowledge, skills, and performance needed for positions in manufacturing. The course sequence is designed to prepare students for successful completion of the four exams that make up the MSSC Production Technician Certification. The exams are embedded within four of the courses with the outcome of the exam influencing the final grade in the selected courses.

Students who successfully complete selected core courses from this program of study may be eligible to receive the Engineering Technology Support Specialist (CCC) (State CIP Code 0615000007) certificate.

Technical Required Courses

ETI 2408C - Welding Fundamentals

This course teaches basic welding processes and techniques for entry-level maintenance technician positions. Students learn welding safety, fundamental practices of shielded arc welding, arc welding with consumable and non-consumable electrodes, brazing, soldering, and plasma cutting.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

ETS 1542C - Introduction to Programmable Logic Controllers

This is an introductory course in Programmable Logic Controllers (PLCs.) The student will learn basic concepts with a focus on programming and practical applications.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

ETM 1315C - Hydraulics & Pneumatics Fundamentals

This course introduces the student to basic hydraulic and pneumatic fundamentals. Instructional topics will include components, fluid pressure and flow and basic circuit design and application.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

EEL 2603C - Robotics-Mechanics and Controls

This course introduces the student to robotics. Instructional topics will include robot classifications, applications, Input/Output (I/O) and sensor interfacing.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

ETS 1542C

Total Technical Credits Required: 12

Suggested Two Year Academic Plan

Rooms Division Operations (CCC)

State CIP Code 0252090406

Students who successfully complete this certificate may be eligible to receive credits towards the Hospitality and Tourism Management (A.S.) degree (State CIP Code 1252090101).

Core Courses

HFT 1000 - Introduction to Hospitality Management

Into to Hospitality Management explores the hospitality industry and various career paths available as an industry professional. Different segments of the hospitality and tourism industry are examined, including resorts, condominium, hotels, restaurants, special events, and membership based clubs. An introduction to hospitality operation functions provide students with an overview of ownership, service, marketing, revenue management, human resources, technology and emerging trends.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HFT 1250 - Hotel and Resort Operations

This course acquaints students with the operation of a hotel, motel and resort including front office procedures in registering, accounting for and checking out guests, promotional and sales practices, housekeeping, interior decoration, purchase of furniture, carpeting, linens and supplies, maintenance and engineering of a practical nature, facilities specifications, purchasing, and storage.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

HFT 1410 - Front Office Management

This course guides students through all the skills including directing the activities and solving the complex problems, needed to properly manage the front office of a hotel/motel/resort. The course also acquaints students with the operation of all the departments as they apply to their primary responsibility of selling rooms and serving guests.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

HFT 1500 - Marketing and Sales in the Hospitality Industry

How to sell and promote the many services the food service/lodging industries offer guests. Prepare and present the fundamentals of a marketing plan.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

HFT 2942 - Hospitality Internship

This course, an extension of Hospitality Internship (HFT2941), consists of on-the-job work experience supplied by the hotel, motel, resort and restaurant industries. Students will concentrate on 3 specific areas or functions that are career-goal oriented. Job placement will be dependent upon availability of participating hospitality institutions. The course consists of 150 hours of on-the-job instruction.

Credit Hour(s): 3 Credit Hours When Offered: (Offered Fall, Spring, Summer) Prerequisite(s):

HFT 1000 , FOS 2201 , HFT 1410 , and HFT 1250

FOS 2201 - Food Service Sanitation Management

Acquaints students with the National Restaurant Associations' ServSafe® Food Protection Manager Certification information, Food and Drug Administration's Food Code as well as the challenges and opportunities facing the hospitality and culinary industries in the areas of sanitation and safety management. The class presents a systems approach to sanitation management, utilizing the Hazard Analysis Critical Control Point Program (HACCP), and provides a basic understanding of quality sanitation management. The curriculum is based on the National Restaurant Associations' ServSafe® Food Protection Manager Certification information. Students will sit for the ServSafe® Food Protection Manager exam at the end of this course.

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

HFT 2401 - Hospitality Industry Financial Accounting

Basic understanding of financial accounting and specifically Hospitality Industry accounting concepts and procedures used in hotels, restaurants. Utilize POS system in class activities.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

Total Program Credits Required: 21

Suggested Academic Plan

Rooms Division Management (CCC)

State CIP Code 0252090402

Students who successfully complete this certificate may be eligible to receive credits towards the Hospitality and Tourism Management (A.S.) degree (State CIP Code 1252090101).

Core Courses

HFT 1000 - Introduction to Hospitality Management

Into to Hospitality Management explores the hospitality industry and various career paths available as an industry professional. Different segments of the hospitality and tourism industry are examined, including resorts, condominium, hotels, restaurants, special events, and membership based clubs. An introduction to hospitality operation functions provide students with an overview of ownership, service, marketing, revenue management, human resources, technology and emerging trends.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HFT 1250 - Hotel and Resort Operations

This course acquaints students with the operation of a hotel, motel and resort including front office procedures in registering, accounting for and checking out guests, promotional and sales practices, housekeeping, interior decoration, purchase of furniture, carpeting, linens and supplies, maintenance and engineering of a practical nature, facilities specifications, purchasing, and storage.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

HFT 1410 - Front Office Management

This course guides students through all the skills including directing the activities and solving the complex problems, needed to properly manage the front office of a hotel/motel/resort. The course also acquaints students with the operation of all the departments as they apply to their primary responsibility of selling rooms and serving guests.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

HFT 1500 - Marketing and Sales in the Hospitality Industry

How to sell and promote the many services the food service/lodging industries offer guests. Prepare and present the fundamentals of a marketing plan.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

HFT 2942 - Hospitality Internship

This course, an extension of Hospitality Internship (HFT2941), consists of on-the-job work experience supplied by the hotel, motel,

resort and restaurant industries. Students will concentrate on 3 specific areas or functions that are career-goal oriented. Job placement will be dependent upon availability of participating hospitality institutions. The course consists of 150 hours of on-the-job instruction.

Credit Hour(s): 3 Credit Hours When Offered: (Offered Fall, Spring, Summer) Prerequisite(s): HFT 1000 , FOS 2201 , HFT 1410 , and HFT 1250

FOS 2201 - Food Service Sanitation Management

Acquaints students with the National Restaurant Associations' ServSafe® Food Protection Manager Certification information, Food and Drug Administration's Food Code as well as the challenges and opportunities facing the hospitality and culinary industries in the areas of sanitation and safety management. The class presents a systems approach to sanitation management, utilizing the Hazard Analysis Critical Control Point Program (HACCP), and provides a basic understanding of quality sanitation management. The curriculum is based on the National Restaurant Associations' ServSafe® Food Protection Manager Certification information. Students will sit for the ServSafe® Food Protection Manager exam at the end of this course.

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

FSS 2284C - Catering, Banquet and Event Management

Students will be taught the logistics of preparation, production, transportation, and implementation of the catered event, including analysis of typical banquet/event contracts. Students learn to determine cost of the project. Emphasis is given to menu planning for various types of banquets, theme buffets, and physical management of floor lay-out and table setup. Training techniques for supervisors in dining room and banquet service is practiced. Development of stewarding and production checklists is practiced.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

HFT 2401 - Hospitality Industry Financial Accounting

Basic understanding of financial accounting and specifically Hospitality Industry accounting concepts and procedures used in hotels, restaurants. Utilize POS system in class activities.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

HFT 2102 - Tourism Destination Management

The rapid growth of tourism worldwide has created challenges and opportunities for established and emerging tourism destinations. This course looks at how to manage destinationgrowth, measure the potential costs and benefits of a tourism development program. Exploring issues that make managing tourism and hospitality businesses different from other businesses will be a focus in this course.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

HFT 2225 - Human Relations in Hospitality

This course will analysis and focus onthe development of interpersonal management skills, including supervision, leadership behavior, motivation, communications, interpersonal and organizational processes. Specific applicationsof proven training systems and methods for managers in thehospitality industrywill be reviewed.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

Total Program Credits Required: 30

Suggested Academic Plan

Unmanned Vehicle Systems Operations (A.S.)

State CIP Code 1615080102

The program will offer a core of courses that will develop an operational knowledge of UAS design, limitations, operations, and maintenance as well as proper aeronautical decision making.

The sixty-two (62) credit hour curriculum framework focuses instruction on the knowledge and skills required to meet the Airman Certification Standards published by the FAA to obtain a Remote Pilot Certificate. Intellectual knowledge focuses on the theory, practice, information security, regulatory requirements, and execution of commercial UAS operations. Aviation law and regulations, aviation meteorology, aerodynamics, national airspace structure, vehicle design and control, and human factor considerations are

all components of the classroom delivery. UAS operational skills are developed and are refined through hands-on instruction for practical application.

Technical Elective Courses

COP 1000 - Introduction to Programming Concepts and Logic

General survey of programming/problem solving techniques. Includes an introduction to structured programming. Algorithm development will employ the use of a modern programming language.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2220 - Programming in C

An introduction to C programming language using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2224 - Programming in C++

An introduction to C++ programming using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 2021 - Management

Each function of management is analyzed and described in a systematic manner. Both the distilled experience of practical managers and the findings of scholars are presented. Other aspects of management are presented such as management process and concepts analysis of the technical knowledge and skills of managers, influences upon managerial decision-making process, and the psychological principles inherent in management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

STA 2023 - Statistics

This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

ASC 2562C - UAS Operations and Cross Country Data Entry

This course will address the use of the various systems and navigation equipment that exists on unmanned aircraft. Students will learn to analyze and identify the different systems that are employed on unmanned aircraft. They will identify the appropriate navigational system packages that are employed on various unmanned aircraft. Unmanned aircraft employ navigation systems that are, in many ways, significantly different than manned aircraft. These systems include navigation by ground observers; navigation using GPS determined position on a ground-based moving map display; and fully-autonomous GPS-based navigation. Students will differentiate the types of navigation systems available; and use the appropriate procedure to enter the navigation data into the unmanned aircraft's navigational system.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ASC 2563C - UAS Applications in Aerial Photography

This course will familiarize the student with guidelines, regulatory standards, and practical operational considerations for aerial photography and videography techniques specific to the use of unmanned aircraft systems (UAS). Current procedures and relevant practical application methods will provide a basis for commercial applications that leverage future UAS technologies.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prereq/Corequisites:

ASC 2560C

ATT 1810 - Intro To Air Traffic Controller

This course is designed for both students of aviation to have a better understanding of the Air Traffic Controllers mission and working environment. This course presents a candid view of the Air Traffic Controller's language, tools, and profession. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

ASC 1582C - Agricultural Use of UAS

This course discusses the use of Uncrewed Aerial Systems in the field of Agriculture. It will involve the study of UAS Technologies used to monitor plant growth, evaluate soil conditions, monitor animal operations, develop integrated pest management plans, make fertilizer recommendations, provide yield estimates of agricultural and forage crops, and make forest management decisions using UAS Images and Data. The course is designed to prepare students for a specialist Certification via the Florida Farm Bureau.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prereq/Corequisites:

ATT 1100

Total Technical Elective Credits Required: 12

Total Program Credits Required: 62

Food and Beverage Management (CCC)

State CIP Code 0252090503

Students who successfully complete this certificate may be eligible to receive credits towards the Hospitality and Tourism Management (A.S.) degree (State CIP Code 1252090101).

Core Courses

HFT 1000 - Introduction to Hospitality Management

Into to Hospitality Management explores the hospitality industry and various career paths available as an industry professional. Different segments of the hospitality and tourism industry are examined, including resorts, condominium, hotels, restaurants, special events, and membership based clubs. An introduction to hospitality operation functions provide students with an overview of ownership, service, marketing, revenue management, human resources, technology and emerging trends.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HFT 1500 - Marketing and Sales in the Hospitality Industry

How to sell and promote the many services the food service/lodging industries offer guests. Prepare and present the fundamentals of a marketing plan.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

HFT 2942 - Hospitality Internship

This course, an extension of Hospitality Internship (HFT2941), consists of on-the-job work experience supplied by the hotel, motel, resort and restaurant industries. Students will concentrate on 3 specific areas or functions that are career-goal oriented. Job placement will be dependent upon availability of participating hospitality institutions. The course consists of 150 hours of on-the-job instruction.

Credit Hour(s): 3 Credit Hours When Offered: (Offered Fall, Spring, Summer) Prerequisite(s):

HFT 1000 , FOS 2201 , HFT 1410 , and HFT 1250

FOS 2201 - Food Service Sanitation Management

Acquaints students with the National Restaurant Associations' ServSafe® Food Protection Manager Certification information, Food and Drug Administration's Food Code as well as the challenges and opportunities facing the hospitality and culinary industries in

the areas of sanitation and safety management. The class presents a systems approach to sanitation management, utilizing the Hazard Analysis Critical Control Point Program (HACCP), and provides a basic understanding of quality sanitation management. The curriculum is based on the National Restaurant Associations' ServSafe® Food Protection Manager Certification information. Students will sit for the ServSafe® Food Protection Manager exam at the end of this course.

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

FSS 1250C - Dining Room Management & Service

The class will learn and implement the service appropriate for restaurant a la carte dining. Focus on principles for dining service, sanitation and presentation of the dining room, review of menus and customer expectations and guest service will be covered.

Credit Hour(s): 4 Credit Hours When Offered: (Fall)

FSS 2284C - Catering, Banquet and Event Management

Students will be taught the logistics of preparation, production, transportation, and implementation of the catered event, including analysis of typical banquet/event contracts. Students learn to determine cost of the project. Emphasis is given to menu planning for various types of banquets, theme buffets, and physical management of floor lay-out and table setup. Training techniques for supervisors in dining room and banquet service is practiced. Development of stewarding and production checklists is practiced.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

FSS 2251 - Food and Beverage Management

An application of principles in commercial and institutional food and beverage facilities including marketing, menu development, effective cost control in purchasing, pricing, labor and service technique. Procedure, approaches and techniques of management are explored and developed as they relate to commercial and institutional food and beverage facilities and personnel.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

HFT 2401 - Hospitality Industry Financial Accounting

Basic understanding of financial accounting and specifically Hospitality Industry accounting concepts and procedures used in hotels, restaurants. Utilize POS system in class activities.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

HFT 2102 - Tourism Destination Management

The rapid growth of tourism worldwide has created challenges and opportunities for established and emerging tourism destinations. This course looks at how to manage destinationgrowth, measure the potential costs and benefits of a tourism development program. Exploring issues that make managing tourism and hospitality businesses different from other businesses will be a focus in this course.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

HFT 2225 - Human Relations in Hospitality

This course will analysis and focus onthe development of interpersonal management skills, including supervision, leadership behavior, motivation, communications, interpersonal and organizational processes. Specific applicationsof proven training systems and methods for managers in thehospitality industrywill be reviewed.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

Total Program Credits Required: 31

Suggested Academic Plan

Food and Beverage Operations (CCC)

State CIP Code 0252090508

Students who successfully complete this certificate may be eligible to receive credits towards the Hospitality and Tourism Management (A.S.) degree (State CIP Code 1252090101)

Core Courses

HFT 1000 - Introduction to Hospitality Management

Into to Hospitality Management explores the hospitality industry and various career paths available as an industry professional. Different segments of the hospitality and tourism industry are examined, including resorts, condominium, hotels, restaurants, special events, and membership based clubs. An introduction to hospitality operation functions provide students with an overview of ownership, service, marketing, revenue management, human resources, technology and emerging trends.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HFT 1500 - Marketing and Sales in the Hospitality Industry

How to sell and promote the many services the food service/lodging industries offer guests. Prepare and present the fundamentals of a marketing plan.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

FOS 2201 - Food Service Sanitation Management

Acquaints students with the National Restaurant Associations' ServSafe® Food Protection Manager Certification information, Food and Drug Administration's Food Code as well as the challenges and opportunities facing the hospitality and culinary industries in the areas of sanitation and safety management. The class presents a systems approach to sanitation management, utilizing the Hazard Analysis Critical Control Point Program (HACCP), and provides a basic understanding of quality sanitation management. The curriculum is based on the National Restaurant Associations' ServSafe® Food Protection Manager Certification information. Students will sit for the ServSafe® Food Protection Manager exam at the end of this course.

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

FSS 1250C - Dining Room Management & Service

The class will learn and implement the service appropriate for restaurant a la carte dining. Focus on principles for dining service, sanitation and presentation of the dining room, review of menus and customer expectations and guest service will be covered.

Credit Hour(s): 4 Credit Hours When Offered: (Fall)

FSS 2284C - Catering, Banquet and Event Management

Students will be taught the logistics of preparation, production, transportation, and implementation of the catered event, including analysis of typical banquet/event contracts. Students learn to determine cost of the project. Emphasis is given to menu planning for various types of banquets, theme buffets, and physical management of floor lay-out and table setup. Training techniques for supervisors in dining room and banquet service is practiced. Development of stewarding and production checklists is practiced.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

FSS 2251 - Food and Beverage Management

An application of principles in commercial and institutional food and beverage facilities including marketing, menu development, effective cost control in purchasing, pricing, labor and service technique. Procedure, approaches and techniques of management are explored and developed as they relate to commercial and institutional food and beverage facilities and personnel.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

Total Program Credits Required: 19

Suggested Academic Plan

Guest Services Specialist (CCC)

State CIP Code 0252090403

Students who successfully complete this certificate may be eligible to receive credits towards the Hospitality and Tourism Management (A.S.) degree (State CIP Code 1252090101).

Core Courses

HFT 1000 - Introduction to Hospitality Management

Into to Hospitality Management explores the hospitality industry and various career paths available as an industry professional. Different segments of the hospitality and tourism industry are examined, including resorts, condominium, hotels, restaurants, special events, and membership based clubs. An introduction to hospitality operation functions provide students with an overview of ownership, service, marketing, revenue management, human resources, technology and emerging trends.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MNA 1161 - Customer Service

Designed to build and maintain the critical skills necessary to be a dynamic and successful professional. Students and front-line individuals who work with customers every day will develop strategies to create positive customer relationships. This course provides a practical approach to the thorny issues of customer dissatisfaction and will enable managers to keep service personnel focused on the organization's goals and objectives.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

HFT 1250 - Hotel and Resort Operations

This course acquaints students with the operation of a hotel, motel and resort including front office procedures in registering, accounting for and checking out guests, promotional and sales practices, housekeeping, interior decoration, purchase of furniture, carpeting, linens and supplies, maintenance and engineering of a practical nature, facilities specifications, purchasing, and storage.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

HFT 1410 - Front Office Management

This course guides students through all the skills including directing the activities and solving the complex problems, needed to properly manage the front office of a hotel/motel/resort. The course also acquaints students with the operation of all the departments as they apply to their primary responsibility of selling rooms and serving guests.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

HFT 1500 - Marketing and Sales in the Hospitality Industry

How to sell and promote the many services the food service/lodging industries offer guests. Prepare and present the fundamentals of a marketing plan.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

Total Program Credits Required: 15

Suggested Academic Plan

Information Technology Analysis (CCC)

State CIP Code 0511010312

Core Courses

CET 2179C - PC Operating Systems A+

This course is designed to help prepare the student to take the A+ Certification exams by making the student proficient in personal computer operating systems, including Windows. Major topics include disk and file management, system configurations, menu driven processing, graphical user interfaces, boot files, disk caching, virtual memory, device drivers, remote assistance, and security essentials and security practices.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

CET 2182C - PC Hardware A+

This course is designed to prepare the student to take the A+ Certification exam, by teaching the student basic technical skills needed to understand the function and operation of the major elements of personal computer systems, and how to localize and correct common hardware and software problems.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

CGS 1100 - Microcomputer Applications

This is a hands-on course using computer software including discussion and practical applications of the Windows operating system, computing concepts, Internet, word processing, spreadsheets, database management, presentation software, and various communications topics.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
none

CGS 2541 - Introduction to Database Concepts

The aim of this course is to provide an introduction to data modeling and the design and implementation of relational databases and to extend the students' understanding of the principles and techniques used in the design and implementation of modern database systems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

COP 1000 - Introduction to Programming Concepts and Logic

General survey of programming/problem solving techniques. Includes an introduction to structured programming. Algorithm development will employ the use of a modern programming language.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

CTS 1156C - Desktop Support

This course introduces the helpdesk skills to troubleshoot hardware or software operation and application problems for end users on the desktop or client-side, based on the Windows operating system. It is designed to help prepare the student to take the two core exams (70-620 and 70-622) required for certification as an MCITP: Enterprise Support Technician students should have user-level competency with Windows and MS Office.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

CTS 1134 - Networking Foundations

This course is designed to introduce students to the terminology and concepts of the networking industry, including data communications and networking services, OSI and TCP/IP models, topology, network media, connectivity, intermediate devices and security. This is preparation for the CompTIA Network+ certification exam.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

CTS 2302C - Windows Active Directory

This course focuses on a Windows server directory service environment, including forest and domain structure, DNS, site topology and replication, organizational unit structure and delegation of administration, Group Policy, and user/group/computer account strategies. Recommended level of knowledge: A+, Network +, Security +. This course prepares the student for the MCTS exam, a core requirement for Windows MCITP.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
CTS 1156C is required. Knowledge of basic computer and keyboarding skills are strongly recommended.

CTS 1142 - Information Technology Project Management

This introductory course teaches the essentials of information technology project management. This course provides an introduction to the project management body of knowledge, as specified by CompTIA project+. The course discusses the processes, methods, techniques and tools that organizations use to manage information systems projects. The course covers a systematic methodology for initiating, planning, executing, controlling, and closing projects and emphasizes the important special considerations which apply to information technology projects.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of networking, basic computer, and keyboarding skills are strongly recommended.

Total Program Credits Required: 27

Suggested Academic Plan

Information Technology Support Specialist (CCC)

State CIP Code 0511010311

Core Courses

CET 1600C - Networking Fundamentals

This course introduces the student to the basics of Internetworking technology. This is also the first of four courses designed to prepare a student to take the CISCO Certified Network Associate Exam. The student will study networks and layers, networking devices, IP addressing, ARP and RARP, media and design, topology, structured cabling, electricity, and electronics and network management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CGS 1100 - Microcomputer Applications

This is a hands-on course using computer software including discussion and practical applications of the Windows operating system, computing concepts, Internet, word processing, spreadsheets, database management, presentation software, and various communications topics.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

none

CGS 2541 - Introduction to Database Concepts

The aim of this course is to provide an introduction to data modeling and the design and implementation of relational databases and to extend the students' understanding of the principles and techniques used in the design and implementation of modern database systems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

COP 1000 - Introduction to Programming Concepts and Logic

General survey of programming/problem solving techniques. Includes an introduction to structured programming. Algorithm development will employ the use of a modern programming language.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CTS 1156C - Desktop Support

This course introduces the helpdesk skills to troubleshoot hardware or software operation and application problems for end users on the desktop or client-side, based on the Windows operating system. It is designed to help prepare the student to take the two core exams (70-620 and 70-622) required for certification as an MCITP: Enterprise Support Technician students should have user-level competency with Windows and MS Office.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CTS 1134 - Networking Foundations

This course is designed to introduce students to the terminology and concepts of the networking industry, including data communications and networking services, OSI and TCP/IP models, topology, network media, connectivity, intermediate devices and security. This is preparation for the CompTIA Network+ certification exam.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

Total Program Credits Required: 18

Suggested Academic Plan

Computer Information Data Specialist (CCC)

Computer Information Data Specialist
State CIP Code 0611050101

Core Courses

CET 2179C - PC Operating Systems A+

This course is designed to help prepare the student to take the A+ Certification exams by making the student proficient in personal computer operating systems, including Windows. Major topics include disk and file management, system configurations, menu driven processing, graphical user interfaces, boot files, disk caching, virtual memory, device drivers, remote assistance, and security essentials and security practices.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CET 2182C - PC Hardware A+

This course is designed to prepare the student to take the A+ Certification exam, by teaching the student basic technical skills needed to understand the function and operation of the major elements of personal computer systems, and how to localize and correct common hardware and software problems.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CGS 2541 - Introduction to Database Concepts

Total Core Credits Required: 9
Total Program Credits Required: 9

The aim of this course is to provide an introduction to data modeling and the design and implementation of relational databases and to extend the students' understanding of the principles and techniques used in the design and implementation of modern database systems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

Suggested Academic Plan

Help Desk Support Technician (CCC)

State CIP Code 0511010313

Core Courses

CET 2182C - PC Hardware A+

This course is designed to prepare the student to take the A+ Certification exam, by teaching the student basic technical skills needed to understand the function and operation of the major elements of personal computer systems, and how to localize and correct common hardware and software problems.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

CTS 1106 - Fundamentals of Linux

This course is designed to introduce the Linux operating system to new users. The student will learn fundamental features of the operating system, including file system navigation, file permissions, editors, command shells, and basic network use. This course also provides a foundation for more advanced courses in administration and certification.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

CTS 1156C - Desktop Support

This course introduces the helpdesk skills to troubleshoot hardware or software operation and application problems for end users on the desktop or client-side, based on the Windows operating system. It is designed to help prepare the student to take the two core exams (70-620 and 70-622) required for certification as an MCITP: Enterprise Support Technician students should have user-level competency with Windows and MS Office.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

CTS 2104 - Introduction to Windows

An introduction to operating systems in general with emphasis on windows.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

CTS 1134 - Networking Foundations

This course is designed to introduce students to the terminology and concepts of the networking industry, including data communications and networking services, OSI and TCP/IP models, topology, network media, connectivity, intermediate devices and security. This is preparation for the CompTIA Network+ certification exam.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

CTS 2302C - Windows Active Directory

This course focuses on a Windows server directory service environment, including forest and domain structure, DNS, site topology and replication, organizational unit structure and delegation of administration, Group Policy, and user/group/computer account strategies. Recommended level of knowledge: A+, Network +, Security +. This course prepares the student for the MCTS exam, a core requirement for Windows MCITP.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
CTS 1156C is required. Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Program Credits Required: 18

Suggested Academic Plan

Physical Therapist Assistant (A.S.)

State CIP Code 1351080601
The Physical Therapist Assistant Program at Northwest Florida State College is accredited by the 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 (850)863-6511 or email pta@nwfsc.edu.
This program is a Selective Admission program subject to additional program policies. Policies are strictly enforced and students should work with a Student Success Navigator rather than self-advise. The admission criteria and process are subject to change; students should refer to the Selective Programs Admissions/Physical Therapist Assistant (A.S.) webpage for the most current information. All PTA technical courses are held at the Fort Walton Beach Campus and students are assigned to clinical practices at various healthcare facilities and outpatient clinics in the region.

Core Courses

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

PHT 1007 - Topics in Physical Therapy

This course provides an introduction of the physical therapy profession, to include the history, ethics, settings, trends, medical terminology, and professional issues. Delineation of the roles of the health care team, physical therapy personnel, and communication skills required as a healthcare provider. Various regulatory agencies, practice rules and regulations are also included. The student will also explore the psychological and sociological effects of disabilities, including the impact of culture and economics on the patient and family. This course requires a grade of C or higher.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Admission to the PTA Technical Program.

PHT 1128 - Functional Anatomy and Kinesiology

This course provides an in-depth study of the structure and function of the musculoskeletal system, with emphasis on the biomechanical principles of human motion, to include the organization and function of the nervous system and how it interacts with the musculoskeletal system for control and balanced mobility of the human body. Foundations of functional motions will be covered, such as biomechanics of muscle action, levers and torques in relation to human body, and basic physics concepts that applies to physical therapy. This course requires a grade of C or higher.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Admission to the PTA Technical Program.

Corequisite(s):

PHT 1128L - Functional Anatomy and Kinesiology Lab

PHT 1128L - Functional Anatomy and Kinesiology Lab

In this course, the student will have the opportunity to practice and refine the concepts taught in PHT 1128. Students will develop basic physical therapy skills in palpation of bony landmarks, goniometry, gross manual muscle testing, and analysis of muscle function as it relates to the biomechanical principles of human motion. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):

Admission to the PTA Technical Program.

Corequisite(s):

PHT 1128 - Functional Anatomy and Kinesiology

PHT 1200 - Basic Patient Care

This course introduces students to basic patient care skills, patient positioning and draping, treatment area preparation, transfers, wheelchair management, and data collection skills. Wound care principles are introduced including types of wounds/burns and other integumentary issues, stages of healing, treatment/dressings, and care/prevention of pressure ulcers. This course is intended to provide an in-depth exposure to the basic skills necessary in the clinic setting and appropriate professorial behaviors. This course requires a grade of C or higher.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):

PHT 1007 - Topics in Physical Therapy , PHT 1128 - Functional Anatomy and Kinesiology , PHT 1128L - Functional Anatomy and Kinesiology Lab

Corequisite(s):

PHT 1200L - Basic Patient Care Lab

PHT 1200L - Basic Patient Care Lab

This lab course allows the practice and refinement of the concepts learned in PHT 1200 lecture on simulated patients. Use of equipment commonly found in physical therapy settings, proper body mechanics in moving, lifting, and transferring patients, wheelchair management, aseptic techniques, and principles of wound care. This course requires a grade of C or higher. This

course requires a lab fee.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):

PHT 1007 - Topics in Physical Therapy , PHT 1128 - Functional Anatomy and Kinesiology , PHT 1128L - Functional Anatomy and Kinesiology Lab

Corequisite(s):

PHT 1200 - Basic Patient Care

PHT 1211 - Physical Therapy Principles and Procedures

This course instructs the student in the theory, physiology, and application of biophysical agents used for therapeutic treatment of tissue. Knowledge of the physical principles, physiological effects, medical physics, indications, and contraindications of heat, cold, light, traction, compression, electricity, and hydrotherapy. Selected tests and measures are taught related to the safe application of these agents. This course requires a grade of C or higher.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):

PHT 1800L - Physical Therapy Clinical Practice I

Corequisite(s):

PHT 1211L - Physical Therapy Principles and Procedures Lab

PHT 1211L - Physical Therapy Principles and Procedures Lab

This lab course allows the practice and refinement of the concepts learned in PHT 1211 on simulated patients. The application of biophysical agents and data collection skills required for safe application of these modalities. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):

PHT 1800L - Physical Therapy Clinical Practice I

Corequisite(s):

PHT 1211 - Physical Therapy Principles and Procedures

PHT 1224 - Therapeutic Techniques and Disabilities

An overview of principles and techniques of basic physical therapy interventions, with emphasis on physiological changes and effects in commonly seen disorders across the lifespan. Will include therapeutic exercises, gait training with assistive devices, manual therapy, postural analysis, aerobic conditioning and airway clearance techniques. This course requires a grade of C or higher.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

PHT 1007 - Topics in Physical Therapy , PHT 1128 - Functional Anatomy and Kinesiology , PHT 1128L - Functional Anatomy and Kinesiology Lab

Corequisite(s):

PHT 1224L - Therapeutic Techniques and Disabilities Lab

PHT 1224L - Therapeutic Techniques and Disabilities Lab

This lab course allows the practice and refinement of the concepts learned In PHT 1224 on simulated patients. Students will receive hands-on experience with a variety of exercise equipment and practice in performing, assisting, and teaching of therapeutic exercises. Selected tests and measures will be introduced in this course. This course requires a grade of C or higher. This course requires lab fee.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):

PHT 1007 - Topics in Physical Therapy , PHT 1128 - Functional Anatomy and Kinesiology , PHT 1128L - Functional Anatomy and Kinesiology Lab

Corequisite(s):

PHT 1224 - Therapeutic Techniques and Disabilities

PHT 1800L - Physical Therapy Clinical Practice I

A supervised clinical experience, 3 concurrent weeks of full time clinical education exposure for an introductory experience. Students observe and implement physical therapy services under the close supervision of a clinical instructor. Students must pass all previous didactic coursework listed in the plan of study to participate in this clinical. This course requires a passing grade on a Pass/Fail scale.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

PHT 1007 - Topics in Physical Therapy PHT 1128 - Functional Anatomy and Kinesiology PHT 1128L - Functional Anatomy and Kinesiology Lab

Prereq/Corequisites:

PHT 1931 - PTA Seminar

PHT 1931 - PTA Seminar

An orientation to the physical therapy clinic environment. The course covers professional clinical expectations, treatment preparation, risk management, the medical record and medical documentation. This course requires a grade of C or higher.

Credit Hour(s): 1 Credit Hour When Offered: (Fall) Prerequisite(s):

PHT 1007 - Topics in Physical Therapy , PHT 1128 - Functional Anatomy and Kinesiology , PHT 1128L - Functional Anatomy and Kinesiology Lab

PHT 2162 - Neurological Disabilities and Treatment

A comprehensive review of the human nervous system and selected neurological disabilities encountered frequently in physical therapy practice. The course addresses knowledge and application of a variety of therapeutic techniques utilized with patients across the lifespan that have chronic neurological conditions. Stages of motor development and movement strategies are also discussed. This course requires a grade of C or higher.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):

PHT 1800L - Physical Therapy Clinical Practice I

Corequisite(s):

PHT 2162L - Neurological Disabilities and Treatment Lab

PHT 2162L - Neurological Disabilities and Treatment Lab

This lab course allows the practice and refinement of the concepts learned in PHT 2162 on simulated patients. Clinical scenarios that require critical thinking skills to develop treatment, progress and follow-up plans for patients with various neurological conditions. Students will also learn about various assessment techniques including sensory, balance and coordination, reflexes, gait analysis, functional and environmental assessment, and perceptual and cognitive deficit assessment. This course requires a lab fee.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):

PHT 1800L - Physical Therapy Clinical Practice I

Corequisite(s):

PHT 2162 - Neurological Disabilities and Treatment

PHT 2252 - Orthopedic Disabilities and Treatment

Concepts of orthopedic physical therapy management as well as the therapeutic applications related to bone, cartilage, muscle and soft tissue healing processes. Various musculoskeletal diseases and orthopedic conditions will be introduced including their related pathology and treatment plans. Various surgical precautions, tests and measures, common orthotics, gait deviations, joint mobilizations, soft tissue techniques, and use of modalities for orthopedic conditions. Diagnostic tools such as plain film radiography, computed tomography, diagnostic ultrasound, and magnetic resonance imaging will be introduced. This course requires a grade of C or higher.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):

PHT 1800L - Physical Therapy Clinical Practice I

Corequisite(s):

PHT 2252L - Orthopedic Disabilities and Treatment Lab

PHT 2252L - Orthopedic Disabilities and Treatment Lab

This lab course allows the practice and refinement of the concepts learned in PHT 2252. Clinical scenarios that require data collection and therapeutic applications for common orthopedic conditions. The development of critical thinking, clinical problem solving, and effective treatment plans for various orthopedic conditions. This course requires a grade of C or higher.
This course requires a lab fee.

Credit Hour(s): 1 Credit Hour When Offered: (Spring) Prerequisite(s):

PHT 1800L - Physical Therapy Clinical Practice I

Corequisite(s):

PHT 2252 - Orthopedic Disabilities and Treatment

PHT 2301 - Pathological Conditions in PT

This course introduces the pathophysiology of selected disease processes. Disease signs, symptoms, complications, as well as clinical, typical pharmacologic agents and laboratory findings are reviewed by body system. Emphasis will be placed on conditions typically encountered in the physical therapy setting. This course requires a grade of C or higher.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

PHT 1007 - Topics in Physical Therapy , PHT 1128 - Functional Anatomy and Kinesiology , PHT 1128L - Functional Anatomy and Kinesiology Lab

PHT 2704 - Advanced Rehab Concepts in PT

Designed to provide a variety of therapeutic principles and techniques utilized in the clinical setting to address special populations with advanced rehab needs. This includes accessibility to home and community for all patients, women's health, pediatric conditions, bariatrics, geriatrics, and advanced management of amputation and prosthetics. Patient education and the education of others about physical therapy are included. This course requires a grade of C or higher.

Credit Hour(s): 1 Credit Hours When Offered: (Summer) Prerequisite(s):

PHT 2810L - Physical Therapy Clinical Practice II

Corequisite(s):

PHT 2704L - Advanced Rehab Concepts in PT Lab

PHT 2704L - Advanced Rehab Concepts in PT Lab

This lab course allows the practice and refinement of the concepts learned in PHT 2704 on simulated patients. Students will engage in patient education and utilize appropriate teaching methods for their target audience. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 1 Credit Hour When Offered: (Summer) Prerequisite(s):

PHT 2810L - Physical Therapy Clinical Practice II

Corequisite(s):

PHT 2704 - Advanced Rehab Concepts in PT

PHT 2810L - Physical Therapy Clinical Practice II

A supervised clinical experience, 4 concurrent weeks of full time clinical education exposure for an integrated clinical education experience. Students implement physical therapy services under the close supervision of a clinical instructor. Students will be expected to perform specific therapeutic procedures covered in prior coursework. Students must pass all previous didactic coursework listed in the plan of study to participate in this clinical. This course requires a passing grade on a Pass/Fail scale.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):

PHT 1800L - Physical Therapy Clinical Practice I

PHT 2820L - Physical Therapy Clinical Practice III

The final supervised clinical experience, 8 concurrent weeks of full time clinical education designed to prepare PTA students for entry into the profession of physical therapy. Student will have the opportunity to refine all treatment interventions and data collection skills, plus demonstrate professional behaviors throughout the clinical experience. Students must pass all previous didactic coursework listed in the plan of study to participate in this clinical. This course requires a passing grade on a Pass/Fail scale.

Credit Hour(s): 8 Credit Hours When Offered: (Summer) Prerequisite(s):

PHT 2810L - Physical Therapy Clinical Practice II

PHT 2930 - Trends in Physical Therapy

This course broadens the scope of the student's understanding of the health care system. Topics include trends in healthcare and their influence on physical therapy, administrative procedures utilized in physical therapy, and ethical problem solving. Community service, citizenship and advocacy will be addressed. The course will include mock quizzes and a timed mock examination in preparation for the NPTE. Students will also develop skills necessary for employment including interview techniques and developing a resume and cover letter. This course requires a grade of C or higher.

Credit Hour(s): 2 Credit Hours When Offered: (Summer) Prerequisite(s):

PHT 2810L - Physical Therapy Clinical Practice II

Total Core Credits Required: 54

Total Program Credits Required: 74

Suggested Two Year Academic Plan

Medical Laboratory Technology (A.S.)

State CIP Code 1351100405
The A.S. MLT program at Northwest Florida State College is currently seeking accreditation through the National Accrediting Agency for Clinical Laboratory Science (NAACLS), https://www.naacls.org/about.aspx.
This program is a Selective Admission Program subject to additional program policies. Policies are strictly enforced and students should work with a Student Success Navigator rather than self-advise. The admission criteria and process are subject to change; students should refer to the Selective Programs Admissions/Medical Laboratory Technology (A.S.) web-page for the most current information. All MLT technical courses are held at the Fort Walton Beach Campus and students are assigned to clinical practicums at various medical laboratories in the region.

Core Courses

CHM 1045C - College Chemistry I

Quantitative approach to modern theoretical and descriptive chemistry with appropriate development of laboratory technique. Includes symbols, formulas, equations, atomic structure, bonding, states of matter, stoichiometry, thermo-chemistry, solutions, colloids, molecular orbitals, periodicity and properties. A two semester sequence in general chemistry with laboratory exercises and demonstrations. University transfer credit.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

MAC 1105 required; high school Chemistry or Physics, CHM 1020 or PHY 1020 advised.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

MCB 2010C - Microbiology, Allied Health

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

MLT 1022C - Introduction to Medical Laboratory Technology

This course outlines the role of the medical laboratory technician and covers the basic principles, techniques, and vocabulary applicable to medical laboratory technology. It also provides overviews of the major regulatory agencies, professional associations, and safety practices. Students will learn basic laboratory mathematics, medical laboratory ethics, and specimen collection and handling. Admittance to the MLT program is required. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):

Admittance to the MLT program with the following completed: MAC 1105 - College Algebra , BSC 1085C - Anatomy and Physiology I , BSC 1086C - Anatomy and Physiology II or BSC 1010C - Principles of Biology I . A grade of C or higher is required on all courses.

Prereq/Corequisites:

MEA 1040C - Phlebotomy , A grade of C or higher required.

MLT 1221C - Urinalysis and Body Fluids

This course covers clinical testing and evaluation of urine and other body fluids. Students will learn to correlate physical, chemical, and microscopic lab findings with disease conditions. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):

Admittance to the Medical Laboratory Technology program.

MLT 1300C - Hematology I

This course overviews the theories and techniques involved in routine hematology. Topics include the hematopoietic system and blood cell physiology, maturation, and morphology. Students will learn blood cell enumeration, identification, hemoglobin analysis, and clinical correlations. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 4 Credit Hours When Offered: (Fall) Prerequisite(s):

Admittance to the Medical Laboratory Technology program.

MLT 1302C - Hematology II

This course is a continuation of Hematology I and presents advanced hematology topics as well as the principles and procedures of blood coagulation. Students will examine the role of blood vessels, platelets, and coagulation factors, as well as hematology and hemostasis disease factors. This course requires a grade of C or higher. This requires a lab fee.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):

Adminttance to the MLT program, MLT 1300C - Hematology I with a grade of C or higher.

MLT 1401C - Medical Microbiology

This course presents students with principles and methods used in clinical microbiology including taxonomy, isolation, identification, clinical relevance, and antibiotic susceptibility testing of pathogenic bacteria. Students will also receive an introduction to medical parasitology, mycology, and virology. Admittance to the MLT program is required. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 6 Credit Hours When Offered: (Fall) Prerequisite(s):

MCB 2010C - Microbiology, Allied Health with a grade of C or higher , Admittance to the MLT program

MLT 1500C - Immunology/Serology

This course covers basic concepts and laboratory practices related to clinical immunology with an emphasis on antibody-antigen interaction in specific diseases. Students will learn about the immune system and its components along with diagnostic principles and procedures involving serological and molecular testing related to immunity and immune disorders. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Admittance to the Medical Laboratory Technology program.

MLT 1525C - Immunohematology

This course overviews the basic theory and concepts of antigen-antibody reactions associated with blood cell transfusions and relates the concepts of immunology to blood banking procedures using the guidelines of the American Association of Blood Bank. Students will examine genetics, the structure of blood group antigens, the role of antibodies in transfusion, complement interactions, and compatibility testing. This course requires a grade of C or higher.
This course requires a lab fee.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):

Admittance to the MLT program; MLT 1022C - Introduction to Medical Laboratory Technology , MLT 1300C - Hematology I , MLT 1500C - Immunology/Serology all with a grade of C or higher.

MLT 1610C - Clinical Chemistry

This course outlines the theory, clinical correlations, and laboratory procedures related to the chemical analysis of clinical specimens. Students will receive in-depth instruction on specimen processing, analysis, test interpretation, and quality control procedures used in manual and automated clinical chemistry testing. Admittance to the MLT program is required. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 6 Credit Hours When Offered: (Spring) Prerequisite(s):

Admittance to the MLT program, CHM 1045C (grade of C or higher) OR CHM 1020 (grade of C or higher) with approval from program director

MLT 2800L - Clinical Practicum I

Students will be assigned to a clinical affiliate for supervised clinical laboratory experience in either the core laboratory, blood bank,

or microbiology department. This learning experience allows students to perform routine analytical procedures, develop their laboratory skills, and apply program knowledge. This course requires a grade of C or higher.

Credit Hour(s): 4 Credit Hours When Offered: (Summer) Prerequisite(s):
MLT 1022C MLT 1221C MLT 1300C MLT 1302C MLT 1401C MLT 1500C MLT 1525C MLT 1610C MEA 1040C Minimum Grade of C

MLT 2807L - Clinical Practicum II

Students will be assigned to a clinical affiliate for supervised clinical laboratory experience in the blood bank either the core laboratory, microbiology department, or blood bank. This learning experience allows students to perform routine blood banking procedures, develop their laboratory skills, and apply program knowledge. This course requires a grade of C or higher. Prerequisite, all technical education classes.

Credit Hour(s): 4 Credit Hours When Offered: (Fall) Prerequisite(s):
MLT 1022C MLT 1221C MLT 1300C MLT 1302C MLT 1401C MLT 1500C MLT 1525C MLT 1610C MEA 1040C Minimum Grade of C

MLT 2811L - Clinical Practicum III

Students will be assigned to a clinical affiliate for supervised clinical laboratory experience in either the core laboratory, blood bank, or microbiology department. This learning experience allows students to perform routine analytical procedures, develop their laboratory skills, and apply program knowledge. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 4 Credit Hours When Offered: (Fall) Prerequisite(s):
MLT 1022C MLT 1221C MLT 1300C MLT 1302C MLT 1401C MLT 1500C MLT 1525C MLT 1610C MEA 1040C Minimum Grade of C

MLT 2930 - Medical Laboratory Technology Capstone

This online course prepares students to enter into clinical professions and allows students to apply their MLT knowledge to case studies and to review major areas of the MLT curriculum in preparation for certification. Students will complete a professional portfolio as well as written and oral projects related to their MLT coursework. This course requires a grade of C or higher. Prerequisites MLT 1221C, 1401C, 1302C, 1610C, 1525C, 1500C.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
MLT 1221C - Urinalysis and Body Fluids , MLT 1401C - Medical Microbiology , MLT 1302C - Hematology II , MLT 1610C - Clinical Chemistry , MLT 1525C - Immunohematology , MLT 1500C - Immunology/Serology grade of C or higher for all

MEA 1040C - Phlebotomy

This course trains students in blood collection by venipuncture and skin puncture. Students will also learn best safety practices, infection control, specimen processing, basic anatomy and physiology, and patient relations.

Credit Hour(s): 2 Credit Hours When Offered: (Fall)

Total Core Credits Required: 56

Total Program Credits Required: 76

Suggested Two Year Academic Plan

Computer Information Technology (A.S.)

State CIP Code 1511010307
*This program is available fully online

General Education

Total General Education Credits Required: 18

Core Courses

CET 2660 - Network Security

This course provides an in-depth study of network security concepts and techniques. Students examine theoretical concepts that make computer network security unique. This course provides a practical, hands-on approach when examining networking security techniques. Students examine different network strategies, explore the advancement of network implementation, and study timeless problem solving strategies. The course is also intended to assist with preparation for the CompTIA security+ certification.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

CTS 1134 , and CET 2179C , minimum grade C.

CET 2179C - PC Operating Systems A+

This course is designed to help prepare the student to take the A+ Certification exams by making the student proficient in personal computer operating systems, including Windows. Major topics include disk and file management, system configurations, menu driven processing, graphical user interfaces, boot files, disk caching, virtual memory, device drivers, remote assistance, and security essentials and security practices.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CET 2182C - PC Hardware A+

This course is designed to prepare the student to take the A+ Certification exam, by teaching the student basic technical skills needed to understand the function and operation of the major elements of personal computer systems, and how to localize and correct common hardware and software problems.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CGS 1100 - Microcomputer Applications

This is a hands-on course using computer software including discussion and practical applications of the Windows operating system, computing concepts, Internet, word processing, spreadsheets, database management, presentation software, and various communications topics.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

none

CGS 2541 - Introduction to Database Concepts

The aim of this course is to provide an introduction to data modeling and the design and implementation of relational databases and to extend the students' understanding of the principles and techniques used in the design and implementation of modern database systems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

CTS 1106 - Fundamentals of Linux

This course is designed to introduce the Linux operating system to new users. The student will learn fundamental features of the operating system, including file system navigation, file permissions, editors, command shells, and basic network use. This course also provides a foundation for more advanced courses in administration and certification.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

CTS 1156C - Desktop Support

This course introduces the helpdesk skills to troubleshoot hardware or software operation and application problems for end users on the desktop or client-side, based on the Windows operating system. It is designed to help prepare the student to take the two core exams (70-620 and 70-622) required for certification as an MCITP: Enterprise Support Technician students should have user-level competency with Windows and MS Office.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CTS 2104 - Introduction to Windows

An introduction to operating systems in general with emphasis on windows.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

CTS 1134 - Networking Foundations

This course is designed to introduce students to the terminology and concepts of the networking industry, including data communications and networking services, OSI and TCP/IP models, topology, network media, connectivity, intermediate devices and security. This is preparation for the CompTIA Network+ certification exam.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

CTS 2302C - Windows Active Directory

This course focuses on a Windows server directory service environment, including forest and domain structure, DNS, site topology and replication, organizational unit structure and delegation of administration, Group Policy, and user/group/computer account strategies. Recommended level of knowledge: A+, Network +, Security +. This course prepares the student for the MCTS exam, a core requirement for Windows MCITP.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

CTS 1156C is required. Knowledge of basic computer and keyboarding skills are strongly recommended.

CTS 2390C - Installing and Configuring Windows Server

This course is the first of a series of three courses which provide the skills and knowledge necessary to implement a core Windows Server infrastructure in an existing enterprise environment. The three courses in total collectively cover implementing, managing, maintaining, and provisioning services and infrastructure in a Windows Server environment. While there is some cross-over in skill set and tasks across the courses, this course primarily covers the initial implementation and configuration of those core services, such as Active Directory Domain Services, networking services, and initial Hyper-V configuration and is also preparation material for.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CTS 1142 - Information Technology Project Management

This introductory course teaches the essentials of information technology project management. This course provides an introduction to the project management body of knowledge, as specified by CompTIA project+. The course discusses the processes, methods, techniques and tools that organizations use to manage information systems projects. The course covers a systematic methodology for initiating, planning, executing, controlling, and closing projects and emphasizes the important special considerations which apply to information technology projects.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of networking, basic computer, and keyboarding skills are strongly recommended.

Total Core Credits Required: 36

Technical Elective Courses

COP 1000 - Introduction to Programming Concepts and Logic

General survey of programming/problem solving techniques. Includes an introduction to structured programming. Algorithm development will employ the use of a modern programming language.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2840 - Web-based Programming I

This course is designed to extend the student's understanding of web-based programming techniques, and give them practical experience in the use of a range of technologies for creating e-Commerce applications.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CTS 2145 - Cloud Essentials

The course covers cloud concepts and models; virtualization; cloud infrastructure; resource management; security; and systems management. It includes implementation, maintenance and delivery of cloud technologies and infrastructures while ensuring proper security measures are maintained to mitigate risks and threats.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of networking, basic computer, and keyboarding skills are strongly recommended.

CNT 1000C - Introduction to Networks

This course introduces the student to the basics of Internetworking technology. This is also the first of three courses designed to prepare a student to take the Cisco Certified Network Associate Exam. The student will study networks and layers, networking devices, IP addressing, ARP and RARP, media and design, topology, structured cabling, electricity, and electronics and network management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

Total Technical Elective Credits Required: 6

Total Program Credits Required: 60

Two-Year Suggested Academic Plan

Professional Pilot Technology (A.S.)

State CIP Code 1649010200

This program provides students with the skills and knowledge needed to earn the FAA pilot certificates required to begin their flying careers. Students may start taking course leading to the degree, however, they must first obtain a private pilot certificate prior to starting in flight training courses. Students completing the degree will earn a Commercial Pilot certificate with single and multi-engine, and instrument rating. Student may also earn a Flight Instructor certificate as an elective. Students already holding pilot certificates and/or ratings may receive college credit for those certificates as determined by Northwest Florida State College program policies and the Federal Aviation Administration rules which may include an evaluation of the student's certificates, training received, and conducting flight proficiency checks. Additionally, this is a high cost program and it requires the student to first obtain the appropriate medical certificate prior to the start of flight training. Successful completion of the program will allow graduates to start in entry-level jobs as pilots or as flight instructors to enable building the required flight hours for more advanced flying careers.

Core Courses

ENC 2210 - Technical Report Writing

The course covers the fundamentals of technical report writing, mechanics, and style. Various types of reports are prepared and evaluated. The course also includes reading and analysis of technical literature as well as oral reporting.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

passing score on placement test.

ATT 1100 - Private Pilot Ground School

An introductory survey of the subjects pertaining to flight; aircraft operation and performance, weather, pilotage, air traffic control and Federal Aviation Regulations in preparation for the Federal Aviation Administration Private Pilot Written examination.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ASC 1610C - Aircraft Systems and Components

This course provides students with a basic understanding of the various types of aircraft engines, systems, and structures in use in both general aviation and transport category aircraft (airliners). Students will learn about engine types and their construction, operating procedures, and performance. Aircraft structures and construction methods will also be examined, along with an

overview of hydraulic, electric, pressurization, fuel, and anti-ice systems.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ATT 1120 - Instrument Rating Ground School

This course provides the classroom instruction required for instrument flight training and the FAA Instrument-Airplane Knowledge Test. Topics include flight by instrument reference, flight physiology, IFR aircraft operations and procedures, radio navigation, in-route charts, instrument approach procedures, flight planning, weather, and IFR regulations. Students who complete the course satisfactorily may earn the required endorsement to take the FAA Instrument Rating Knowledge Test. Students are required to be enrolled in, or have completed, this course prior to beginning Instrument flight training. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

Students must hold a Private Pilot, Airplane Single-Engine Land certificate

ATF 2201L - Commercial Flight I

This is the first of three courses needed to complete the training required for the FAA Commercial Pilot certificate for single-engine airplanes. This course covers the first phase of commercial pilot training: cross-country navigation and flight review. It includes 33 hours of solo flight, 11 hours of dual flight instruction, and five hours of ground instruction and pre-/post flight briefings with an FAA-approved flight instructor. After completing this course, students take Commercial Flight II and III to meet the requirements for the Commercial Pilot certificate. It should be noted that the hours above are based on FAA-syllabus minimums, and students may exceed these minimum hours. The cost for these additional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights per week, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass. This course also has special requirements, which students must meet prior to enrolling:

1. students must hold a Private Pilot, Airplane Single-Engine Land certificate
2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs.

Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

Students must hold a Private Pilot, Airplane Single-Engine Land certificate

Prereq/Corequisites:

Must be enrolled in, or have completed ATT 2110

ATF 2202L - Commercial Flight II

This is the second of three courses needed to complete the training required for the FAA Commercial Pilot certificate for single-engine airplanes. This course covers the second and third phases of commercial pilot training: cross-country time-building. It includes 32 hours of solo flight, 14 hours of dual flight instruction, and five hours of ground instruction and pre-/post flight briefings with an FAA-approved flight instructor. After completing this course, students take Commercial Flight III to complete the requirements for the Commercial Pilot certificate. It should be noted that the hours above are based on FAA-syllabus minimums, and students may exceed these minimum hours. The cost for these additional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights per week, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass. This course also has special requirements, which students must meet prior to enrolling:

1. students must hold a Private Pilot, Airplane Single-Engine Land certificate
2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs.

Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

Students must hold a Private Pilot, Airplane Single-Engine Land certificate

Prereq/Corequisites:

ATF 2201L

ATF 2203L - Commercial Flight III

This is the third of three courses needed to complete the training required for the FAA Commercial Pilot certificate for single-engine airplanes. This course covers the fourth and fifth phases of commercial pilot training: commercial maneuvers and complex airplane

training. It includes 30 hours of dual instruction including 10 hours in a complex airplane, and 12 hours of ground instruction and pre-/post flight briefings with an FAA approved flight instructor. The course requirements are met when the student earns his or her Commercial Pilot certificate for single-engine airplanes. It should be noted that the hours above are based on FAA-syllabus minimums, and students will often exceed these minimum hours. The cost for these additional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights per week, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass. This course also has special requirements, which students must meet prior to enrolling:
1. students must hold a Private Pilot, Airplane Single-Engine Land certificate
2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs.
Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

Students must hold a Private Pilot, Airplane Single-Engine Land certificate

Prereq/Corequisites:

ATF 2202L

ATF 2305L - Instrument Pilot Flight I

This course provides the training required for the FAA Instrument Airplane rating. It includes 38 hours of dual flight instruction and 9 hours of ground instruction and pre-/post flight briefings with an FAA-approved flight instructor. The course requirements are met when the students earns his or her Instrument rating. It should be noted that the hours above are based on FAA syllabus minimums, and students will often exceed these minimum hours. The cost for these additional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights per week, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass. This course also has special requirements, which students must meet prior to enrolling:
1. students must hold a Private Pilot, Airplane Single-Engine Land certificate
2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs.
Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

Students must hold a Private Pilot, Airplane Single-Engine Land certificate.

Prereq/Corequisites:

Must be enrolled in, or have completed ATT 1120 .

ASC 1320 - Aviation Laws and Regulations

Upon completion of the course, the student will be able to describe and explain the activities and roles played by federal, state, and local aviation entities. Will be able to outline the manner in which the FAA enforces aviation administrative regulations. Will be able to differentiate between the public and private sectors of aviation liability and describe methods to minimize risk. Will be able to compare and contrast domestic and international aviation law.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ASC 1870 - Aviation Safety

The primary goal of this course is to provide aspiring aviation professionals with a comprehensive understanding and enhanced awareness of aviation safety. Class participation in analyzing the probable cause of selected aviation accidents, field trips, and guest speakers will be featured. Federal agencies which regulate aviation, with emphasis on those concerned with safety, will be studied. Information on how flight affects the human body and actions to minimize adverse effects.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ASC 2210 - Aviation Meteorology

This introductory level course acquaints the aviation student with the fundamentals of the Earth's atmosphere, current theories on meteorology, and the effects of weather on aircraft and air traffic control. Particular emphasis will be given to the acquisition and interpretation of weather reports and forecasts from various weather information sources. Aviation weather is specifically designed for the aviation student wishing to improve his knowledge and understanding of aviation weather (both theory and services) beyond that necessary for any of the FAA computer-based pilot knowledge tests.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ASC 2473 - Human Factors and Resource Management

This course provides an introduction to the field of human factors, which focuses on the interaction between humans and machines in the complex aviation environment. Human physiology and human performance within the flight environment are examined in depth. Students apply human factors concepts to single pilot resource management (SRM) and crew resource management (CRM) within the framework of threat and error management (tem). Professionalism in aviation is a major focus of the course.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ASC 2550 - Aerodynamics

An analysis of the physical laws and aerodynamic principles which govern the flight and performance of aircraft stability and control, weight and balance, and aircraft instruments affecting flight operational considerations of controllable pitch propellers, retractable gear, weather, and precision maneuvers.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prereq/Corequisites:

PHY 1020

ATF 2400L - Multi Engine Flight I

This course provides both the ground and flight training needed to earn the FAA Multi-Engine rating. It includes 10 hours of dual flight instruction and 18 hours of ground instruction and pre-/post flight briefings with an FAA approved flight instructor. The course requirements are met when the student earns his or her Multi-Engine Commercial rating. It should be noted that the hours above are based on FAA-syllabus minimums, and students will often exceed these minimum hours. The cost for these additional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights per week, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass.

This course also has special requirements, which students must meet prior to enrolling:

1. students must hold a Private Pilot, Airplane Single-Engine Land certificate,
2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs.

Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prereq/Corequisites:

ATF 2203L

ATF 2500L - Certified Flight Instructor I

This course provides the training needed to earn the FAA Certified Flight Instructor certificate for airplanes. It includes 25 hours of dual flight instruction and 6 hours of ground instruction and pre-/post flight briefings with an FAA approved flight instructor. The course requirements are met when the students earns his or her Certified Flight Instructor certificate for airplanes. It should be noted that the hours above are based on FAA-syllabus minimums, and students will often exceed these minimum hours. The cost for these additional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights per week, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass. This course also has special requirements, which students must meet prior to enrolling:

1. students must hold a Private Pilot, Airplane Single-Engine Land certificate
2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs.

Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prereq/Corequisites:

ATT 2131

ATT 2110 - Commercial Pilot Ground School

This course provides the classroom instruction required for Commercial Pilot flight training and the FAA Commercial Pilot-Airplane Knowledge Test. Topics include advanced aircraft systems, high performance engines, retractable landing gear, and environmental systems, advanced performance charts, maximizing aircraft performance, and regulations relating to commercial operations. Students who complete the course satisfactorily may earn the required endorsement to take the FAA Commercial Pilot-Airplane Knowledge Test. Students are required to be enrolled in, or have completed, this course prior to beginning Commercial Pilot flight training. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

Students must hold a Private Pilot, Airplane Single-Engine Land certificate

ATT 2131 - Certified Flight Instructor Ground

This course provides the classroom instruction required for Certified Flight Instructor training and both the FAA Fundamentals of Instructing and Flight Instructor-Airplane Knowledge Tests. Topics include the learning process, elements of effective teaching, student evaluation and testing, course development, lesson planning, and classroom training techniques. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

ATF 2203L

ATT 1810 - Intro To Air Traffic Controller

This course is designed for both students of aviation to have a better understanding of the Air Traffic Controllers mission and working environment. This course presents a candid view of the Air Traffic Controller's language, tools, and profession. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

ATF 1100L - Private Pilot Flight

A study of skills needed to safely exercise privileges and responsibilities of a private pilot. Students apply information regarding aerodynamics, aircraft systems, aviation regulations, us airspace system, weight and balance, aircraft performance, aviation and weather, flight publications, basic flight physiology, and flight safety. Students completethe appropriate lessons and pass the federal aviation administration private pilot practical exam to satisfactorily complete the course. This courseincludes 35 hours of total flight instruction with at least 20 hours of dual flight instruction and 5hours of solo training, including ground instruction and pre-/post flight briefings with an FAA-approved flight instructor. The cost for anyadditional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights perweek, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass.1. Students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students), 2. Students must be U.S. citizens or have TSA authorization tostart flight training, and 3. Students must meet with the Program Manager to verify documentation and review course requirements and flight training costs. Northwest Florida State College provides the flight instruction through a college-contracted flight school.NWFSC does not waive the course fees for this program for active-dutymilitary students using Tuition Assistance.This course is not eligible for GIbill funding. Veteran students are financially responsible for all tuition and fees.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring, Summer) Prereq/Corequisites:

ATT 1100

Total Core Credits Required: 43

Technical Elective Courses

CGS 1100 - Microcomputer Applications

This is a hands-on course using computer software including discussion and practical applications of the Windows operating system, computing concepts, Internet, word processing, spreadsheets, database management, presentation software, and various communications topics.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

none

MAN 2021 - Management

Each function of management is analyzed and described in a systematic manner. Both the distilled experience of practical managers and the findings of scholars are presented. Other aspects of management are presented such as management process and concepts analysis of the technical knowledge and skills of managers, influences upon managerial decision-making process, and the psychological principles inherent in management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

ASC 2560C - Unmanned Aerial Vehicles & Systems

This course is a survey of unmanned aerial vehicles (UAV) and systems, emphasizing the military and commercial history, growth and applications of UAVs. Course will include basic acquisition, use and operation of UAVs with an emphasis on operations.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
ATT 1100

ATT 2111 - Aircraft Systems Advanced

This course enhances the classroom instruction required for Commercial Pilot flight training. Topics include advanced aircraft systems, high performance engines, retractable landing gear, and environmental systems, advanced performance charts, maximizing aircraft performance, and regulations relating to commercial operations.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ATF 2530L - Certified Flight Instructor Instrument

This course provides a study of the aeronautical skills and abilities required for the Certified Flight Instructor Airplane Certificate. Students apply skills from prior classes to explain, demonstrate, and analyze flight maneuvers and resource management skills involved with Private Pilot, Commercial Pilot, and Flight Instructor Certificates. The course also provides practical flight instruction experiences. Students must complete the appropriate flight lessons and pass the Federal Aviation Administration's Flight Instructor Airplane Single Engine Practical Exam to satisfactorily complete the course. Flight training fees (in addition to the cost of tuition) are required and must be paid in advance of the course start date. Flight training fees for this course are based on 25 hours of flight training, which is the minimum number of flight hours allowed by the FAA for completion of the Flight Instructor - Airplane Certification. Any additional training required beyond the FAA minimum is the financial responsibility of the student. This course also has special requirements, which students must meet prior to enrolling
1. students must hold a Private Pilot, Airplane Single-Engine Land certificate
2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs. Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):
ATF 2500L and ATF 2305L

Total Technical Elective Credits Required: 3

Total Program Credits Required: 64

Suggested Two-Year Academic Plan

Aviation Airframe Mechanics (CCP)

State CIP Code 0647060703
Admissions Requirement: The applicant must 1) earn a Postsecondary Education Readiness (PERT) score that demonstrates college readiness [[permalink=556|new:{'title':1}#placement-chart]](score information)[[/permalink]] or 2) pass Tests of Adult Basic Education (TABE) with a completion level 10, unless otherwise exempt.
The Aviation Airframe Mechanics certificate program provides the training leading to eligibility to test for the written, and oral and practical exams required to obtain the Federal Aviation Administration (FAA) Airframe Mechanics license. This program provides instruction consisting of a sequence of courses that involves the theoretical knowledge and practical laboratory training to develop the skills necessary to fulfill the FAA eligibility requirement for testing.
This training is highly intensive in developing the academic, technical, and professional skills, knowledge and attitudes required for success in the aviation maintenance field. It is a clock hour program which is approximately 12 months in length, and is designed to meet the FAA standards which dictates a rigid class attendance and grading policy. Subjects will include inspect, service, repair, and overhaul of various airframe systems and components to include aircraft structures, hydraulics, electrical and electronics, flight controls, landing gear and brakes, aircraft instruments and cabin environmental systems.
Successful completion of the program, and acquiring the FAA airframe license will provide career opportunities within general

aviation, commercial airlines, repair stations, airframe manufacturing, as well as maintenance support of military aircraft.

Core Courses

AMT 0701 - Aviation Maintenance Technology General I

This course introduces basic information necessary for an entering student in aviation maintenance technology. Emphasis is placed on math and physics and Federal Aviation Administration (FAA) and manufacturers' technical and legal publications.

Credit Hour(s): 110 Clock Hours/3.67 Vocational Credits When Offered: (Offered as needed)

AMT 0702 - Aviation Maintenance Technology General II

This course introduces aircraft drawings/charts & graphs, aircraft hardware and materials, precision measuring tools, fluid lines and fittings, safety wire methods. Emphasis is on studying aircraft drawings/charts & graphs, identification and selection of aircraft hardware, fabrication and inspection of flexible and rigid fluid lines, safety wiring on bolts and turnbuckles.

Credit Hour(s): 110 Clock Hours/3.67 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):

AMT 0701

AMT 0703 - Aviation Maintenance Technology General III

This course provides a study in basic electricity. Emphasis is placed on alternating current (AC) and direct current (DC) circuits and controls, electrical measurements, electrical test equipment, aircraft batteries, fundamental electronics, and semi-conductor devices.

Credit Hour(s): 110 Clock Hours/3.67 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):

AMT 0702

Prereq/Corequisites:

AMT 0702

AMT 0704 - Aviation Maintenance Technology General IV

This course introduces aircraft ground operations, fuels, cleaning and corrosion control methods, weight & balance, and performance of non-destructive testing. The student must achieve a minimum Final Comprehensive exam grade of 70% or above to pass the course and the Course Average must be a 70% or above to pass the course.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as needed)

Prereq/Corequisites:

AMT 0703

AMT 0712 - Aviation Maintenance Technology Airframe I

This course is designed to introduce skills and the necessary knowledge and understanding of aircraft structural assembly and rigging, aircraft non-metallic, and aircraft electrical systems.

Credit Hour(s): 225 Clock Hours/7.50 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):

AMT 0701 , AMT 0702 , AMT 0703 , AMT 0704 . Successful completion of all General subject courses.

Prereq/Corequisites:

AMT 0701, AMT 0702, AMT 0703, AMT 0704

AMT 0713 - Aviation Maintenance Technology Airframe II

This course is designed to introduce skills and the necessary knowledge and understanding of aircraft finishes and fabric covering, wood structures, assembly and repair of sheet metal structures, and introduction to aircraft welding techniques.

Credit Hour(s): 225 Clock Hours/7.50 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):

AMT 0712

AMT 0714 - Aviation Maintenance Technology Airframe III

This course is designed to introduce skills and the necessary knowledge and understanding of aircraft hydraulics and pneumatics,

landing gear systems, aircraft cabin atmospheric control systems.

Credit Hour(s): 225 Clock Hours/7.50 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):

AMT 0713

Prereq/Corequisites:

AMT 0713

AMT 0717 - Aviation Maintenance Technology Airframe IV

This course is designed to introduce skills and the necessary knowledge and understanding of aircraft airframe fuel, ice and rain control, and fire detection, protection and extinguishing systems; instrument, position and warning, pitot static, and communications and navigation systems.

Credit Hour(s): 225 Clock Hours/7.50 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):

AMT 0714

Prereq/Corequisites:

AMT 0714

Total Program Contact Hours: 1350

Suggested Academic Plan

Emergency Medical Technician (ATD)

State CIP Code 0351090413

This is an instructional program that prepares students for employment as emergency medical technicians and treat various medical/trauma conditions using appropriate equipment and materials. The program prepares students for certification as EMT's in accordance with Chapter 64J of the Florida Administrative Code. This is the initial level for a career in emergency medical services and the primary prerequisite for paramedic training and certification.

Contact the Public Safety Training Center at (850) 729-5378 for more information.

Core Courses

EMS 0110 - Emergency Medical Technician

This is an instructional program that prepares students for employment as emergency medical technicians and treat various medical/trauma conditions using appropriate equipment and materials. The program prepares students for certification as EMT's in accordance with Chapter 64J of the Florida Administrative Code. This is the initial level for a career in emergency medical services and the primary prerequisite for paramedic training and certification.

Credit Hour(s): 300 Clock Hours/10.00 Vocational Credits When Offered: (Offered as needed)

Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

Total Program Hours: 300 Clock Hours

Building Construction Specialist (CCC)

State CIP Code 0615100103

The purpose of this program is to prepare students for employment in the building construction field or to provide additional training for persons previously or currently employed in the construction or other related industries. The coverage includes communication skills, technical competency, safe and efficient work practices, and a combination of theory and laboratory activities to gain the necessary cognitive and manipulative skills to support building construction activities. Candidates interested in this program should be interested in working with their hands and the satisfaction of knowing they played a part in a newly constructed or remodeled facility.

Core Courses

BCN 1272C - Blueprint Reading for Commercial Construction

A course to familiarize non-drafting students with techniques of blueprint reading and the fundamentals of construction methods that make blueprint reading meaningful.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

BCN 1520C - Electrical Systems in Construction

A course to familiarize students with electrical terminology, practices, methods, code requirements and safety and health in construction.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

BCN 1567C - Plumbing and Gas Construction Practices

A course to familiarize students with Plumbing and Gas code requirements, terminology, methods, practices, processes and safety and health used in building construction.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

BCN 2560C - Mechanical Systems in Construction

A course to familiarize students with mechanical trades terminology, methods, practices, code requirements processes, and safety and health criteria in mechanical construction.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

BCN 2721 - Construction Management/Planning

The course covers project development and organization from pre-construction site investigation to final completion. The course will include the management of project estimates, plans, schedules, operations and safety. The student will become knowledgeable about documents used in the construction industry for bid, contracts, zoning, permits, bonds, loans specifications and drawings. Cost engineering, procurement, value engineering and quality assurance will be covered. Cost management through job cost analysis and purchase order systems will also be covered.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

BCT 2761C - Structural Systems in Construction

A course to familiarize students with structural terminology, practices, methods, code requirements and safety, and health criteria in construction.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

BCT 2770 - Construction Estimating

A course in estimating as it relates to the construction industry covering references, estimating methods, take-off organization and presentation; material take-off, cost estimating in heavy construction, mathematical formulas for estimating, quantity take-off from plan review, and computer estimating overview.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

BCN 1230 , BCN 1272C .

Total Program Credits Required: 21

Suggested Academic Plan

Business Specialist (Human Resources) (CCC)

State CIP Code 0552020103 Students who successfully complete this certificate may be eligible to receive credits toward the Business Administration (AS) degree (CIP Code 1552020102).

Core Courses

MAN 2021 - Management

Each function of management is analyzed and described in a systematic manner. Both the distilled experience of practical managers and the findings of scholars are presented. Other aspects of management are presented such as management process and concepts analysis of the technical knowledge and skills of managers, influences upon managerial decision-making process, and the psychological principles inherent in management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 2300 - Personnel Management

An introduction to personnel practices and procedures. Topics include the personnel management system, maximizing employee potential, organizational behavior, and labor management relations.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 1345 - Supervision I

The course presents the functions of a personnel manager, philosophy of general management, organizational structure, employer socioeconomic climate and career information. Included also are job descriptions and specifications, recruiting practices, applications, resumes, interviewing, placement, performance appraisals, wage and salary administration and other related topics.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 2100 - Organizational Behavior

Designed to help students develop an understanding of how they may be motivated to work together in greater harmony in all kinds of organizations. The basis of human motivation and how it is influenced by leadership, the organization itself, and the social environment in which the organization exists.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Total Program Credits Required: 12

Suggested Academic Plan

Management and Supervision – Public Safety (B.A.S.)

State CIP Code 1105202991
*This program is available fully online
**All students must meet with an advisor prior to registration to ensure proper course sequence. Students must enroll in PAD 3003 during the first semester of the program.

See the BAS Management and Supervision Flowchart .

Lower Division Requirements

General Education Course Requirements

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1102 - English Composition II

____ ____ - Core Humanities 3 Credit Hours
____ ____ - General or Core Humanities 3 Credit Hours

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

MAC 1105 - College Algebra

or other General or Core Mathematics 3 Credit Hours ♦
____ ____ - General Education Biological Sciences 3 Credit Hours*
____ ____ - General Education Physical Sciences 3 Credit Hours*

Take one of the two following Social Sciences courses required to meet the Civic Literacy Competency requirement:

POS 1041 - American Government OR
AMH 2020 - American History II

NOTE: If you have not already done so, you must pass the Florida Civic Literacy Examination in addition to completing one of the above courses to meet the Civic Literacy Competency requirement for graduation.

____ ____ - Behavioral Social Sciences 3 Credit Hours**
____ ____ - Additional General Education Credits 6 Credit Hours

* One or both of the Biological or Physical Sciences must come from a core group. See A.A. Degree General Education Requirements for details.
** One or both of the Social Sciences must come from a core group. See A.A. Degree General Education Requirements for details.

This is a function-based college algebra course which includes the following topics: functions and functional notation; domains and ranges of functions; graphs of functions and relations; operations on functions; inverse functions; linear, quadratic, and rational functions; absolute value and radical functions; exponential and logarithmic properties, functions, and equations; systems of equations and inequalities; and applications of functions (curve fitting, modeling, optimization, exponential/logarithmic growth and decay). Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of MAT 1033A or equivalent with a "C" or better or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

STA 2023 - Statistics

or other Core Mathematics 3 Credit Hours ♦

This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Total General Education Credits: 36

CCJ 1020 - Introduction to Criminal Justice

An introduction to the philosophical and historical background of law enforcement and the administration of criminal justice. Organization and jurisdiction of local, state, and federal law enforcement agencies, court and criminal procedures, career opportunities in the Criminal Justice field are also covered.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

CJC 2000 - Introduction to Corrections

Theories of punishment and incarceration; the organization of correction programs and institutions, principles of probation and parole, role of parole and probation officers, legal implications; and problems of rehabilitation are covered. This course may be used in transfer to UWF and may be accepted at other upper division schools. Students should consult the department for program planning.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

CJJ 1002 - Juvenile Delinquency

A study of the nature and cause of juvenile delinquency, the development of the delinquent and criminal behavior, specific criminal justice subsystem (law enforcement, judicial, corrections) problems dealing with juvenile delinquents from initial contact through final disposition and treatment. This course may be used in transfer to UWF and may be accepted at other upper division schools. Students should consult the department for program planning.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

CJL 2500 - Courts and the Judicial Process

Core Police Professionalism Course (9 Credit Hours)
CJE 2300 Police Administration and Organization [Inactive]
CCJ 1010 Introduction to Criminology [Inactive]
CJE 2709 - Evidence-Based Policing - 3 Credit Hours
PLA 2304 - Criminal Law
This course is designed to teach the student the major structures and basic legal concepts of the American criminal court system.

The students shall learn the components, personnel, and inherent social issues in our present criminal court system.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

Lower Division Electives: 24

Total Lower Division (Associates Degree) Requirements: 60

Foreign Language

Upper Division Requirements

Core Requirements

ACG 3083 - Accounting: Concepts and Practice

This course explores the preparation and use of accounting information. Topics include mathematical procedures related to business decisions; terms and processes associated with the accounting cycle; financial statements for the sole-proprietorship, partnership and corporation; and foundations of managerial accounting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and ACG 2001 and MAC 2233 are recommended. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 3320 - Law and Business

An introduction to the legal setting in which modern business operates; emphasis is on public and regulatory law, basic contract law, the processes of administrative, statutory and common law and interstate commerce issues; includes an overview of the UCC and intellectual property. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

FIN 4402 - Financial and Economic Management

This course addresses the application of contemporary theory and practice in business resource allocation. Topics include: capital budgeting, equity and capital financing, capital management, analysis of financial statements, pricing theory, management of working capital and other topics relevant to the acquisition, financing and management of business assets and business decision making. Both the economic and financial perspectives will be presented. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing and ACG 3083 are required. ECO 2013 , STA 2023 , and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3213 - Business and Administrative Communication

A comprehensive course in effective and efficient communications in the business world; includes preparation of reports, proposals and presentations, technical writing skills, composition of standard business documents including persuasive messages, sales letters, customer service correspondence, instructional memoranda, and policy and procedure development. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and ENC 1101 or departmental permission are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3434 - Ethics for Business Leaders

This course uses a case study approach to focus on the significant ethical and legal issues facing today's business leaders. The theoretical and philosophical background will be presented along with real-life examples of ethics in the workplace. Cases and readings will be used to develop both analysis and application skills in the following areas: corporate and personal decision making,

organizational culture and reputation, social responsibility and social reporting, customer relations, employee relations, financial reporting, technology, privacy/confidentiality and communications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3052 - Management Philosophy and Practice

A comprehensive study of contrasting philosophies of management, current theories of leadership, management and supervision, as well as current trends and issues for business managers; focuses on applications and cases for development of competencies across all business functions and units; emphasis is placed on the cross-functional aspects of management, as well as the manager's need for a general business perspective. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and knowledge of basic computer and keyboarding skills are strongly recommended.

QMB 3250 - Quantitative Methods for Business Decisions

An examination of the quantitative methods, statistical concepts, and procedures used in business and finance including methods of maximization and minimization objective functions, the analysis and use of statistic methods for planning, decision making, and forecasting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Core Requirements: 21

Required Coursed for the Emphasis in Public Safety

MAN 3120 - Leadership and Group Dynamics

An applied leadership course with a focus on case studies, projects and group interaction; includes theoretical background on group dynamics, small group behavior and motivation, power, types of groups, verbal and non-verbal communication skills and team-building. Emphasis will be placed on sociological and psychological dimensions of inter-group relations, including analysis and problem-solving through simulations, cases and similar activities which reflect a general business perspective, as well as leadership and group dynamics across a variety of business units/functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and MAN 3052 , and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4520 - Quality Management

This course examines the strategic role of quality within an organization, as well as strategic issues involved in managing quality. Topics include assessing customer requirements, developing customer focus and measuring quality performance. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (As Needed) Prerequisite(s):

Upper division standing is required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4940 - Capstone: Supervision

This capstone course will build upon and integrate the primary management skills and concepts introduced in prior emphasis courses. Students will have the opportunity to work on a hands-on project to demonstrate, apply, and develop their knowledge. This course will also cover basic entrepreneurial principles, which will be integrated throughout the student-led projects. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

MAN 3593 , MAN 3903 , MAN 4720 , and senior standing are required. Public Safety Emphasis: PAD 3003 [Inactive] , PAD 3820 [Inactive] , PAD 3882 [Inactive] , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended. These courses require a minimum grade of "C".

MAN 3240 - Organizational Behavior

Designed to develop student understanding of individual, group and organizational issues that affect and shape businesses. Topics

include motivation, communication, decision making, leadership, power, organizational structure, team performance, organization diversity and change management. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Total Emphasis Requirements: 21

Technical Electives*

Technical Electives Course Requirements: 18

Total Upper Division Credits Required*: 60

Total Program Credits Required: 120

Suggested Two Year Academic Plan

Return to BAS Degree

Aviation Powerplant Mechanics (CCP)

State CIP Code 0647060801

This program is pending FAA Part 147 Certification approval.

Admissions Requirement: The applicant must 1) earn a Postsecondary Education Readiness (PERT) score that demonstrates college readiness [[permalink=556|new:{'title':1}#placement-chart]](score information)[[/permalink]] or 2) pass Tests of Adult Basic Education (TABE) with a completion level 10, unless otherwise exempt.

The Aviation Powerplant Mechanics certificate program provides the training leading to eligibility to test for the written, oral, and practical exams required to obtain the Federal Aviation Administration (FAA) Powerplant Mechanics license. This program provides instruction consisting of a sequence of courses that involves the theoretical knowledge and practical laboratory training to develop the skills necessary to fulfill the FAA eligibility requirement for testing.

This training is highly intensive in developing the academic, technical, and professional skills, knowledge and attitudes required for success in the aviation maintenance field. It is a vocational credit program which is approximately 15 months in length, and is designed to meet the FAA standards which dictates a rigid class attendance and grading policy. Subjects will include inspect, service, repair, and overhaul of various powerplant systems and components to include reciprocating and turbine engines, electrical and electronics, precision measurement, propeller service, and fuel system diagnosis.

Successful completion of the program and acquiring the FAA powerplant license will provide career opportunities within general aviation, commercial airlines, repair stations, powerplant manufacturing, as well as maintenance support of military aircraft. Many students complete both the Airframe and Powerplant programs to increase their skillsets and employability. Students that already completed the Aviation maintenance Technology General sequence of courses are not required to complete them again as part of the powerplant program.

Core Courses

AMT 0701 - Aviation Maintenance Technology General I

This course introduces basic information necessary for an entering student in aviation maintenance technology. Emphasis is placed on math and physics and Federal Aviation Administration (FAA) and manufacturers' technical and legal publications.

Credit Hour(s): 110 Clock Hours/3.67 Vocational Credits When Offered: (Offered as needed)

AMT 0702 - Aviation Maintenance Technology General II

This course introduces aircraft drawings/charts & graphs, aircraft hardware and materials, precision measuring tools, fluid lines and fittings, safety wire methods. Emphasis is on studying aircraft drawings/charts & graphs, identification and selection of aircraft hardware, fabrication and inspection of flexible and rigid fluid lines, safety wiring on bolts and turnbuckles.

Credit Hour(s): 110 Clock Hours/3.67 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):

AMT 0701

AMT 0703 - Aviation Maintenance Technology General III

This course provides a study in basic electricity. Emphasis is placed on alternating current (AC) and direct current (DC) circuits and controls, electrical measurements, electrical test equipment, aircraft batteries, fundamental electronics, and semi-conductor devices.

Credit Hour(s): 110 Clock Hours/3.67 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):

AMT 0702

Prereq/Corequisites:

AMT 0702

AMT 0704 - Aviation Maintenance Technology General IV

This course introduces aircraft ground operations, fuels, cleaning and corrosion control methods, weight & balance, and performance of non-destructive testing. The student must achieve a minimum Final Comprehensive exam grade of 70% or above to pass the course and the Course Average must be a 70% or above to pass the course.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as needed)

Prereq/Corequisites:

AMT 0703

AMT 0821C - Aviation Maintenance Technology Powerplant I

This course is designed to introduce skills and the necessary knowledge and understanding of aircraft reciprocating engine fundamentals, reciprocating engine ignition systems, reciprocating engine fuel, fuel metering and induction systems, reciprocating engine exhaust, cooling and lubrication, and propellers and propeller governing systems.

Credit Hour(s): 225 Clock Hours/7.5 Vocational Credits When Offered: (Fall) Prerequisite(s):

AMT 0704 minimum grade = C

Prereq/Corequisites:

AMT 0822C minimum grade = C

AMT 0822C - Aviation Maintenance Technology Powerplant II

This course is designed to introduce skills and the necessary knowledge and understanding of aircraft reciprocating engine overhaul; reciprocating engine removal, installation and operation; and reciprocating engine inspection, troubleshooting and maintenance.

Credit Hour(s): 225 Clock Hours/7.5 Vocational Credits When Offered: (Fall) Prerequisite(s):

AMT 0704 minimum grade = C

Prereq/Corequisites:

AMT 0821C minimum grade = C

AMT 0823C - Aviation Maintenance Technology Powerplant III

This course is designed to introduce skills and the necessary knowledge and understanding of aircraft turbine engine fundamentals; engine fire protection and engine instrument systems; and power plant electrical systems.

Credit Hour(s): 225 Clock Hours/7.5 Vocational Credits When Offered: (Fall) Prerequisite(s):

AMT 0822C minimum grade = C

Prereq/Corequisites:
AMT 0824C minimum grade = C

AMT 0824C - Aviation Maintenance Technology Powerplant IV

This course is designed to introduce skills and the necessary knowledge and understanding of aircraft turbine engine overhaul; turbine engine removal, installation and operation; and turbine engine inspection, troubleshooting, and maintenance.

Credit Hour(s): 225 Clock Hours/7.5 Vocational Credits When Offered: (Fall) Prerequisite(s):
AMT 0822C minimum grade = C

Prereq/Corequisites:
AMT 0823C minimum grade = C

Total Program Contact Hours Required: 1350

Suggested Academic Plan

Commercial Pilot (CCC)

State CIP Code 0649010202
This program will create an additional completion point for students working towards the Professional Pilot Technology AS degree. Not Eligible for Funding via the GI Bill or VA.

Core Courses

ATT 1100 - Private Pilot Ground School

An introductory survey of the subjects pertaining to flight; aircraft operation and performance, weather, pilotage, air traffic control and Federal Aviation Regulations in preparation for the Federal Aviation Administration Private Pilot Written examination.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ATT 1120 - Instrument Rating Ground School

This course provides the classroom instruction required for instrument flight training and the FAA Instrument-Airplane Knowledge Test. Topics include flight by instrument reference, flight physiology, IFR aircraft operations and procedures, radio navigation, in-route charts, instrument approach procedures, flight planning, weather, and IFR regulations. Students who complete the course satisfactorily may earn the required endorsement to take the FAA Instrument Rating Knowledge Test. Students are required to be enrolled in, or have completed, this course prior to beginning Instrument flight training. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
Students must hold a Private Pilot, Airplane Single-Engine Land certificate

ATF 2201L - Commercial Flight I

This is the first of three courses needed to complete the training required for the FAA Commercial Pilot certificate for single-engine airplanes. This course covers the first phase of commercial pilot training: cross-country navigation and flight review. It includes 33 hours of solo flight, 11 hours of dual flight instruction, and five hours of ground instruction and pre-/post flight briefings with an FAA-approved flight instructor. After completing this course, students take Commercial Flight II and III to meet the requirements for the Commercial Pilot certificate. It should be noted that the hours above are based on FAA-syllabus minimums, and students may exceed these minimum hours. The cost for these additional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights per week, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass. This course also has special requirements, which students must meet prior to enrolling:
1. students must hold a Private Pilot, Airplane Single-Engine Land certificate
2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs.

Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

Students must hold a Private Pilot, Airplane Single-Engine Land certificate

Prereq/Corequisites:

Must be enrolled in, or have completed ATT 2110

ATF 2202L - Commercial Flight II

This is the second of three courses needed to complete the training required for the FAA Commercial Pilot certificate for single-engine airplanes. This course covers the second and third phases of commercial pilot training: cross-country time-building. It includes 32 hours of solo flight, 14 hours of dual flight instruction, and five hours of ground instruction and pre-/post flight briefings with an FAA-approved flight instructor. After completing this course, students take Commercial Flight III to complete the requirements for the Commercial Pilot certificate. It should be noted that the hours above are based on FAA-syllabus minimums, and students may exceed these minimum hours. The cost for these additional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights per week, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass. This course also has special requirements, which students must meet prior to enrolling:
1. students must hold a Private Pilot, Airplane Single-Engine Land certificate
2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs.
Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

Students must hold a Private Pilot, Airplane Single-Engine Land certificate

Prereq/Corequisites:

ATF 2201L

ATF 2203L - Commercial Flight III

This is the third of three courses needed to complete the training required for the FAA Commercial Pilot certificate for single-engine airplanes. This course covers the fourth and fifth phases of commercial pilot training: commercial maneuvers and complex airplane training. It includes 30 hours of dual instruction including 10 hours in a complex airplane, and 12 hours of ground instruction and pre-/post flight briefings with an FAA approved flight instructor. The course requirements are met when the student earns his or her Commercial Pilot certificate for single-engine airplanes. It should be noted that the hours above are based on FAA-syllabus minimums, and students will often exceed these minimum hours. The cost for these additional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights per week, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass. This course also has special requirements, which students must meet prior to enrolling:
1. students must hold a Private Pilot, Airplane Single-Engine Land certificate
2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs.
Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

Students must hold a Private Pilot, Airplane Single-Engine Land certificate

Prereq/Corequisites:

ATF 2202L

ATF 2305L - Instrument Pilot Flight I

This course provides the training required for the FAA Instrument Airplane rating. It includes 38 hours of dual flight instruction and 9 hours of ground instruction and pre-/post flight briefings with an FAA-approved flight instructor. The course requirements are met when the students earns his or her Instrument rating. It should be noted that the hours above are based on FAA syllabus minimums, and students will often exceed these minimum hours. The cost for these additional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights per week, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass. This course also has special requirements, which students must meet prior to enrolling:
1. students must hold a Private Pilot, Airplane Single-Engine Land certificate

2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs. Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

Students must hold a Private Pilot, Airplane Single-Engine Land certificate.

Prereq/Corequisites:

Must be enrolled in, or have completed ATT 1120 .

ASC 1870 - Aviation Safety

The primary goal of this course is to provide aspiring aviation professionals with a comprehensive understanding and enhanced awareness of aviation safety. Class participation in analyzing the probable cause of selected aviation accidents, field trips, and guest speakers will be featured. Federal agencies which regulate aviation, with emphasis on those concerned with safety, will be studied. Information on how flight affects the human body and actions to minimize adverse effects.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ASC 2210 - Aviation Meteorology

This introductory level course acquaints the aviation student with the fundamentals of the Earth's atmosphere, current theories on meteorology, and the effects of weather on aircraft and air traffic control. Particular emphasis will be given to the acquisition and interpretation of weather reports and forecasts from various weather information sources. Aviation weather is specifically designed for the aviation student wishing to improve his knowledge and understanding of aviation weather (both theory and services) beyond that necessary for any of the FAA computer-based pilot knowledge tests.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ATF 2500L - Certified Flight Instructor I

This course provides the training needed to earn the FAA Certified Flight Instructor certificate for airplanes. It includes 25 hours of dual flight instruction and 6 hours of ground instruction and pre-/post flight briefings with an FAA approved flight instructor. The course requirements are met when the students earns his or her Certified Flight Instructor certificate for airplanes. It should be noted that the hours above are based on FAA-syllabus minimums, and students will often exceed these minimum hours. The cost for these additional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights per week, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass. This course also has special requirements, which students must meet prior to enrolling:
1. students must hold a Private Pilot, Airplane Single-Engine Land certificate
2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs. Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prereq/Corequisites:

ATT 2131

ATT 2110 - Commercial Pilot Ground School

This course provides the classroom instruction required for Commercial Pilot flight training and the FAA Commercial Pilot-Airplane Knowledge Test. Topics include advanced aircraft systems, high performance engines, retractable landing gear, and environmental systems, advanced performance charts, maximizing aircraft performance, and regulations relating to commercial operations. Students who complete the course satisfactorily may earn the required endorsement to take the FAA Commercial Pilot-Airplane Knowledge Test. Students are required to be enrolled in, or have completed, this course prior to beginning Commercial Pilot flight training. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

Students must hold a Private Pilot, Airplane Single-Engine Land certificate

ATT 2131 - Certified Flight Instructor Ground

This course provides the classroom instruction required for Certified Flight Instructor training and both the FAA Fundamentals of Instructing and Flight Instructor-Airplane Knowledge Tests. Topics include the learning process, elements of effective teaching, student evaluation and testing, course development, lesson planning, and classroom training techniques. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
ATF 2203L

ATF 1100L - Private Pilot Flight

A study of skills needed to safely exercise privileges and responsibilities of a private pilot. Students apply information regarding aerodynamics, aircraft systems, aviation regulations, us airspace system, weight and balance, aircraft performance, aviation and weather, flight publications, basic flight physiology, and flight safety. Students completethe appropriate lessons and pass the federal aviation administration private pilot practical exam to satisfactorily complete the course. This courseincludes 35 hours of total flight instruction with at least 20 hours of dual flight instruction and 5hours of solo training, including ground instruction and pre-/post flight briefings with an FAA-approved flight instructor. The cost for anyadditional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights perweek, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass.1. Students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students), 2. Students must be U.S. citizens or have TSA authorization tostart flight training, and 3. Students must meet with the Program Manager to verify documentation and review course requirements and flight training costs. Northwest Florida State College provides the flight instruction through a college-contracted flight school.NWFSC does not waive the course fees for this program for active-dutymilitary students using Tuition Assistance.This course is not eligible for GIbill funding. Veteran students are financially responsible for all tuition and fees.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring, Summer) Prereq/Corequisites:
ATT 1100

Total Program Credit Hours: 24

Suggested Academic Plan

A.A.S. Degrees

All A.A.S. degree programs at NWFSC require a minimum of 18 college credits in general education. Unless otherwise specified in the program requirements, students must complete one course from each of the following categories to meet general education requirements.

To assure that graduates of the state university and state college systems share a common base of General Education requirements, the State of Florida has designated general education core course options (designated with ♦) in each of five areas of study—Communication, Humanities, Mathematics, Natural Sciences, and Social Sciences. The A.A.S. degree programs provide flexibility for entering the job market or continuing education. Students who take general education courses are guaranteed transfer of those courses when continuing their education within the Florida College and University System.

NWFSC has embedded the core competencies of speaking, writing, and civic literacy in the A.A., A.S., and A.A.S. programs of study; by program design, all A.A. and A.S. graduates take courses that allow them to demonstrate their abilities in these important life skills.

Communications: 3

Communications courses provide students with the opportunity to enhance their ability to communicate effectively and to analyze communication critically.
NWFSC General Education Outcomes:
1 - Demonstrate proficiency in reading, writing and speaking.
2 - Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
4 - Find, evaluate, organize and use information accurately and effectively.
A minimum grade of "C" in each Communications course is required for general education credit.
ENC 1101 - English Composition I 3 Credit Hours ♦ ¶

Symbol	Description
♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Humanities: 3

The Humanities allow students to explore and reflect critically upon the human condition, demonstrating interpretive ability and cultural literacy.
NWFSC General Education Outcomes:
1 - Demonstrate proficiency in reading, writing and speaking.
2 - Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
5 - Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.
A minimum grade of "C" in each Communications course is required for general education credit.
ARH 1000 - Art Appreciation 3 Credit Hours † ♦ ¶
HUM 1020 - Humanities – Introduction 3 Credit Hours † ♦ ¶
MUL 1010 - Music Appreciation 3 Credit Hours † ♦ ¶
PHI 2010 - Introduction to Philosophy 3 Credit Hours † ♦ ¶
THE 2000 - Theatre Appreciation 3 Credit Hours † ♦ ¶

Symbol	Description

♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
†	Courses listed with this symbol address NWFSC's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Mathematics: 3

Mathematics challenge students to develop their ability to determine and apply appropriate mathematical and computational models and methods in problem solving.
NWFSC General Education Outcome:
3. Understand and apply mathematical and scientific principles and methods.

All Mathematics courses listed below meet Mathematics requirements outlined in FAC Rule 6A-10.030.
A minimum grade of "C" in Mathematics courses is required for general education credit.
MAC 1105 - College Algebra 3 Credit Hours ♦
MAC 2311 - Calculus I 4 Credit Hours ♦
MGF 1106 - Practical Applications of Mathematics 3 Credit Hours ♦
MGF 1107 - Math in Society 3 Credit Hours ♦
STA 2023 - Statistics 3 Credit Hours ♦
___ ____ - Any other AA General Education Mathematics course

Symbol	Description
♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Natural Sciences: 3

Natural Science courses provide the opportunity for students to recognize and comprehend fundamental concepts, principles, and

processes about the natural world as they critically examine and evaluate scientific observation, hypothesis, or model construction.
NWFSC General Education Outcomes:
2 - Apply reflection, analysis, synthesis, logical reasoning, and evaluation to formulate judgements, reach decisions, and solve problems.
3 - Understand and apply mathematical and scientific principles and methods.
5 - Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.

AST 1002 - Descriptive Astronomy 3 Credit Hours ♦
BSC 1005 - General Biology 3 Credit Hours ♦
BSC 1010C - Principles of Biology I 4 Credit Hours ♦
CHM 1020 - Chemical Science 3 Credit Hours ♦
CHM 1045C - College Chemistry I 4 Credit Hours ♦
ESC 1000 - Earth Science 3 Credit Hours ♦
EVR 1001C - Environmental Science 4 Credit Hours ♦
PHY 1020 - Physical Science 3 Credit Hours ♦
PHY 1053C - General Physics Without Calculus I 4 Credit Hours ♦
PHY 2048C - General Physics With Calculus I 4 Credit Hours ♦

Symbol	Description
♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Social Sciences: 3

The Social Sciences allow students to develop their understanding of basic social and behavioral science concepts and principles used in the analysis of past and present, local and global behavioral, social, and cultural issues as they examine these issues from a variety of points of view.
NWFSC General Education Outcomes:
1 - Demonstrate proficiency in reading, writing and speaking.
4 - Find, evaluate, organize and use information accurately and effectively.
5 - Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.
AMH 2020 - American History II 3 Credit Hours ♦ ¶ Ω
POS 1041 - American Government 3 Credit Hours ♦ ¶ Ω

Symbol	Description
♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω	Courses listed with this symbol meet the Civic Literacy Competency as outlined in section 1007.25(4), Florida Statutes (F.S.).

Additional General Education Credits: 3

♦	Core General Education
†	Speaking-Across-the-Curriculum

ASL 1140 - American Sign Language I 4 Credit Hours
BSC 1005L - Biology Lab 1 Credit Hour
CGS 1100 - Microcomputer Applications 3 Credit Hours
CHI 1120 - Mandarin Chinese I 4 Credit Hours
ENG 1001 - Research Papers 1 Credit Hour
FRE 1120 - French I 4 Credit Hours
HLP 1081 - Wellness: Practice and Theory 3 Credit Hours
HUN 2201 - Nutrition 3 Credit Hours
LIS 1001 - Library Skills 1 Credit Hour
LIS 2004 - Introduction to Internet Research 1 Credit Hour
SLS 1101 - College Success 3 Credit Hours
SLS 2505 - Critical Thinking 3 Credit Hours
SPC 1006 - Essentials of Speech 1 Credit Hour †
SPC 1608 - Public Speaking 3 Credit Hours †
SPC 2300 - Interpersonal Communication 3 Credit Hours †
SPN 1120 - Spanish I 4 Credit Hours
___ ____ - Any other AA General Education course

Total AAS General Education Credits Required: 18

Footnote Legend

Symbol	Description
♦	Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

†	Courses listed with this symbol address NWF State College's Speaking-Across-the-Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶	Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω	Courses listed with this symbol meet the Civic Literacy Competency as outlined in section 1007.25(4), Florida Statutes (F.S.).

AAS Degree Checklist:

Have you completed a minimum of 18 credit hours in the following areas?
3 hours in Communications core course – ("C" or better)
3 hours in Humanities core course – ("C" or better)
3 hours in Social Sciences core course
3 hours in Mathematics core course – ("C" or better)
3 hours in Natural Sciences core course
3 Additional hours in General Education Credits
Have you completed the required Core and Technical Elective course work for your A.A.S. degree?
Have you completed 25% of the Overall Number of Credits Required for your A.A.S Degree at NWFSC?
Have you met the minimum 2.0 instituitional cumulative GPA requirements for the A.A.S.?
Have you met the Civic Literacy Competency requirement (completed the course and passed the assessment)?

Course Descriptions

All Courses
Developmental Education Courses
Directed independent study provides opportunities for students to earn college credits in standard courses by working with a college instructor on an independent basis. Students enrolling for courses under Directed Independent Study (DIS) are expected to accomplish the goals and objectives as specified in the course syllabus and are expected to attend such class meetings, group sessions, and working conferences as specified by the instructor. Courses are scheduled on a flexible basis as approved by the instructor, the department chair, and by the Vice President of Academic Affairs with the understanding that final exams will be taken and grades awarded during the term in which they begin. All regular fees apply to DIS courses.
DIS course enrollments are authorized under the following conditions:
A documented need exists for the student(s) to enroll for the course immediately rather than taking an alternate course or waiting until the next term in which the desired course would be offered.
The student is able to identify an instructor who is willing to teach the course as DIS.
The student has acknowledged the responsibilities required for the independent study.
Enrollment is approved by the Department Chair and Vice President of Academic Affairs.
When it is not feasible for the course/section to be scheduled concurrently and taught at the same time and locations as another course/section.

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Florida's Statewide Course Numbering System

Courses in this catalog are identified by prefixes and numbers assigned by Florida's Statewide Course Numbering System (SCNS). All public postsecondary institutions in Florida and participating nonpublic institutions use this numbering system. This system facilitates the transfer of courses among participating institutions. Students and administrators use the online SCNS to obtain course descriptions and specific information about course transfer among participating Florida institutions. This information is available on the SCNS website at https://flscns.fldoe.org/
Each participating institution determines the title, credit, and content of its own courses and recommends the first digit of the course number to indicate the level at which students typically take the course. Course prefixes and the last three digits of the course numbers are assigned by members of faculty discipline committees appointed for that purpose by the Florida Department of Education in Tallahassee. Individuals nominated to serve on these committees are selected to maintain a representative balance as to type of institution and discipline field or specialization.

The course prefix and each digit in the course number convey meaning in the SCNS. The listing of prefixes and associated courses is referred to as the "SCNS taxonomy." Descriptions of the content of courses are referred to as "statewide course profiles."

Examples of Course Identifiers

Prefix	Level Code (first digit)	Century Digit (second digit)	Decade Digit (third digit)	Unit Digit (fourth digit)	Lab Code
ENC	1	1	0	1	English Composition

General Rule for Course Equivalencies

Equivalent courses at different institutions are identified by the same prefixes and same last three digits of the course number and are guaranteed to be transferable between participating institutions that offer the course, with a few exceptions, as listed below in Exceptions to the General Rule for Equivalency.
For example, a freshman composition skills course is offered by 84 different public and nonpublic postsecondary institutions. Each institution uses "ENC_101" to identify its freshman composition skills course. The level code is the first digit and represents the year in which students normally take the course at a specific institution. In the SCNS taxonomy, "ENC" means "English Composition," the century digit "1" represents "Freshman Composition," the decade digit "0" represents "Freshman Composition Skills," and the unit digit "1" represents "Freshman Composition Skills I."
In the sciences and certain other areas, a "C" or "L" after the course number is known as a lab indicator. The "C" represents a combined lecture and laboratory course that meets in the same place at the same time. The "L" represents a laboratory course or the laboratory part of a course that has the same prefix and course number but meets at a different time or place.
Transfer of any successfully completed course from one participating institution to another is guaranteed in cases where the course to be transferred is equivalent to one offered by the receiving institution. Equivalencies are established by the same prefix and last three digits and comparable faculty credentials at both institutions. For example, ENC 1101 is offered at a community college. The same course is offered at a state university as ENC 2101. A student who has successfully completed ENC 1101 at a Florida College System institution is guaranteed to receive transfer credit for ENC 2101 at the state university if the student transfers. The student cannot be

required to take ENC 2101 again since ENC 1101 is equivalent to ENC 2101. Transfer credit must be awarded for successfully completed equivalent courses and used by the receiving institution to determine satisfaction of requirements by transfer students on the same basis as credit awarded to the native students. It is the prerogative of the receiving institution, however, to offer transfer credit for courses successfully completed that have not been designated as equivalent. NOTE: Credit generated at institutions on the quarter-term system may not transfer the equivalent number of credits to institutions on the semester-term system. For example, 4.0 quarter hours often transfers as 2.67 semester hours.

The Course Prefix

The course prefix is a three-letter designator for a major division of an academic discipline, subject matter area, or subcategory of knowledge. The prefix is not intended to identify the department in which a course is offered. Rather, the content of a course determines the assigned prefix to identify the course.

Authority for Acceptance of Equivalent Courses

Section 1007.24(7), Florida Statutes, states:
Any student who transfers among postsecondary institutions that are fully accredited by a regional or national accrediting agency recognized by the United States Department of Education and that participate in the statewide course numbering system shall be awarded credit by the receiving institution for courses satisfactorily completed by the student at the previous institutions. Credit shall be awarded if the courses are judged by the appropriate statewide course numbering system faculty committees representing school districts, public postsecondary educational institutions, and participating nonpublic postsecondary educational institutions to be academically equivalent to courses offered at the receiving institution, including equivalency of faculty credentials, regardless of the public or nonpublic control of the previous institution. The Department of Education shall ensure that credits to be accepted by a receiving institution are generated in courses for which the faculty possess credentials that are comparable to those required by the accrediting association of the receiving institution. The award of credit may be limited to courses that are entered in the statewide course numbering system. Credits awarded pursuant to this subsection shall satisfy institutional requirements on the same basis as credits awarded to native students.

Exceptions to the General Rule for Equivalency

Since the initial implementation of the SCNS, specific disciplines or types of courses have been excepted from the guarantee of transfer for equivalent courses. These include courses that must be evaluated individually or courses in which the student must be evaluated for mastery of skill and technique. The following courses are exceptions to the general rule for course equivalencies and may not transfer. Transferability is at the discretion of the receiving institution.
Courses not offered by the receiving institution.
For courses at nonregionally accredited institutions, courses offered prior to the established transfer date of the course in question.
Courses in the _900-999 series are not automatically transferable, and must be evaluated individually. These include such courses as Special Topics, Internships, Apprenticeships, Practica, Study Abroad, Theses, and Dissertations.
Graduate courses.
Internships, apprenticeships, practica, clinical experiences, and study abroad courses with numbers other than those ranging from 900-999.
Applied courses in the performing arts (Art, Dance, Interior Design, Music, and Theatre) and skills courses in Criminal Justice (academy certificate courses) are not guaranteed as transferable. These courses need evidence of achievement (e.g., portfolio, audition, interview, etc.).

Courses at Nonregionally Accredited Institutions

The SCNS makes available on its home page (https://flscns.fldoe.org/) a report entitled "Courses at Nonregionally Accredited Institutions" that contains a comprehensive listing of all nonpublic institution courses in the SCNS inventory, as well as each course's transfer level and transfer effective date. This report is updated monthly. Questions about the SCNS and appeals regarding course credit transfer decisions should be directed to Northwest Florida State College, Office of the Vice President of Academic Affairs or to the Florida Department of Education, Office of Articulation, 1401 Turlington Building, Tallahassee, Florida 32399-0400. Special reports and technical information may be requested by calling the SCNS office at (850) 245-0427 or at https://flscns.fldoe.org/.

Vocational Courses

Courses by Type (Subject Area)

Accounting ACG 2001 - Accounting I

This course covers the fundamental principles and procedures of double entry accounting as applied to the financial records of a business entity. The preparation of an income statement, statement of owner's equity and balance sheet are emphasized. Specific transactions and internal control associated with cash, accounts receivable and inventory will be examined in detail. The code of professional ethics will be highlighted throughout the course

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

ACG 2011 - Accounting II

This course covers recording specific transactions and internal control associated with investments, fixed assets, liabilities, international operations, and stockholders' equity. Emphasizing of the cash flow statement and the code of professional ethics throughout the course will be of focus.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2001 is required and knowledge of basic computer and keyboarding skills are strongly recommended.
Prerequisites with minimum passing grade: C

ACG 2021 - Financial Accounting

This course covers the fundamental principles and procedures of double entry accounting as applied to the financial records of a business entity. The preparation of an income statement, statement of owner's equity and balance sheet are emphasized. Specific transactions and internal control associated with cash, accounts receivable and inventory willbe examined in detail. The code of professional ethics will be highlighted throughout the course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

ACG 2071 - Managerial Accounting

This course covers the basic principles of accounting techniques for the preparation of internal reports related to management of the firm and the interpretation of financial data useful in the decision-making process within the economic framework of the entity.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2011 is required, and knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: C

ACG 2450 - Computer Applications for Accounting

An introductory course in computerized integrated accounting procedures found in the microcomputer environment. Includes application of software designed for general ledger, accounts payable and receivable, financial statement analysis, purchasing and sales order processing, fixed assets, payroll, inventory and departmental accounting.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2001 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

ACG 3083 - Accounting: Concepts and Practice

This course explores the preparation and use of accounting information. Topics include mathematical procedures related to business decisions; terms and processes associated with the accounting cycle; financial statements for the sole-proprietorship, partnership and corporation; and foundations of managerial accounting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and ACG 2001 and MAC 2233 are recommended. Knowledge of basic computer and keyboarding skills are strongly recommended.

ACO 1806 - Payroll Accounting

This course covers the introduction to the theory, laws, and procedures related to payroll activities of a business. Topics include payroll and personnel records, federal payroll laws, payroll operations, computerized payroll systems, and preparation of payroll registers, earnings records, and payroll tax forms.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ACG 2001 is strongly recommended and knowledge of basic computer and keyboarding skills are strongly recommended.
Prerequisites with minimum passing grade: D

APA 1000 - Accounting Fundamentals I

Introduction to the principles used in measuring organization performance and reporting the results of organizational activities. Recommended for non-accounting majors.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

TAX 2000 - Federal Income Tax: Individual

Federal Income Taxes. Determine income tax for individuals, interpretations of Internal Revenue Code and Regulation, tax planning and advisory service. Brief introduction to partnership, corporation, estate, and gift taxes. Extensive practice problems in individual income tax returns and research in tax questions.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

Adult Basic Education (ABE) ABX 01__ - Adult Basic Education - Mathematics

The Adult Basic Education (ABE) Mathematics course is a non-credit course designed to develop literacy skills necessary to be successful workers, citizens and family members. Career and College Readiness (CCR) standards have been incorporated into this class. A student enrolled in the ABE program should be enrolled in all of the following courses: Mathematics, Language Arts, and Reading. ABE prepares students to enroll in a GED® Preparation course.

ABX 02__ - Adult Basic Education - Reading

The Adult Basic Education (ABE) Reading course is a non-credit course designed to develop literacy skills necessary to be successful workers, citizens and family members. Career and College Readiness (CCR) standards have been incorporated into this class. A student enrolled in the ABE program should be enrolled in all of the following courses: Mathematics, Language Arts, and Reading. ABE prepares students to enroll in a GED® Preparation course.

ABX 03__ - Adult Basic Education - Language Arts

The Adult Basic Education (ABE) Language Arts course is a non-credit course designed to develop literacy skills necessary to be successful workers, citizens and family members. Career and College Readiness (CCR) standards have been incorporated into this class. A student enrolled in the ABE program should be enrolled in all of the following courses: Mathematics, Language Arts, and Reading. ABE prepares students to enroll in a GED® Preparation course.

Aeronautical Science AMT 0701 - Aviation Maintenance Technology General I

This course introduces basic information necessary for an entering student in aviation maintenance technology. Emphasis is placed on math and physics and Federal Aviation Administration (FAA) and manufacturers' technical and legal publications.

Credit Hour(s): 110 Clock Hours/3.67 Vocational Credits When Offered: (Offered as needed)

AMT 0702 - Aviation Maintenance Technology General II

This course introduces aircraft drawings/charts & graphs, aircraft hardware and materials, precision measuring tools, fluid lines and fittings, safety wire methods. Emphasis is on studying aircraft drawings/charts & graphs, identification and selection of aircraft hardware, fabrication and inspection of flexible and rigid fluid lines, safety wiring on bolts and turnbuckles.

Credit Hour(s): 110 Clock Hours/3.67 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):

AMT 0701

AMT 0703 - Aviation Maintenance Technology General III

This course provides a study in basic electricity. Emphasis is placed on alternating current (AC) and direct current (DC) circuits and controls, electrical measurements, electrical test equipment, aircraft batteries, fundamental electronics, and semi-conductor devices.

Credit Hour(s): 110 Clock Hours/3.67 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):

AMT 0702

Prereq/Corequisites:

AMT 0702

AMT 0704 - Aviation Maintenance Technology General IV

This course introduces aircraft ground operations, fuels, cleaning and corrosion control methods, weight & balance, and performance of non-destructive testing. The student must achieve a minimum Final Comprehensive exam grade of 70% or above to pass the course and the Course Average must be a 70% or above to pass the course.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as needed)

Prereq/Corequisites:

AMT 0703

AMT 0712 - Aviation Maintenance Technology Airframe I

This course is designed to introduce skills and the necessary knowledge and understanding of aircraft structural assembly and rigging, aircraft non-metallic, and aircraft electrical systems.

Credit Hour(s): 225 Clock Hours/7.50 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):

AMT 0701 , AMT 0702 , AMT 0703 , AMT 0704 . Successful completion of all General subject courses.

Prereq/Corequisites:

AMT 0701, AMT 0702, AMT 0703, AMT 0704

AMT 0713 - Aviation Maintenance Technology Airframe II

This course is designed to introduce skills and the necessary knowledge and understanding of aircraft finishes and fabric covering, wood structures, assembly and repair of sheet metal structures, and introduction to aircraft welding techniques.

Credit Hour(s): 225 Clock Hours/7.50 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):

AMT 0712

AMT 0714 - Aviation Maintenance Technology Airframe III

This course is designed to introduce skills and the necessary knowledge and understanding of aircraft hydraulics and pneumatics, landing gear systems, aircraft cabin atmospheric control systems.

Credit Hour(s): 225 Clock Hours/7.50 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):

AMT 0713

Prereq/Corequisites:

AMT 0713

AMT 0717 - Aviation Maintenance Technology Airframe IV

This course is designed to introduce skills and the necessary knowledge and understanding of aircraft airframe fuel, ice and rain control, and fire detection, protection and extinguishing systems; instrument, position and warning, pitot static, and communications and navigation systems.

Credit Hour(s): 225 Clock Hours/7.50 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):

AMT 0714

Prereq/Corequisites:

AMT 0714

AMT 0821C - Aviation Maintenance Technology Powerplant I

This course is designed to introduce skills and the necessary knowledge and understanding of aircraft reciprocating engine fundamentals, reciprocating engine ignition systems, reciprocating engine fuel, fuel metering and induction systems, reciprocating engine exhaust, cooling and lubrication, and propellers and propeller governing systems.

Credit Hour(s): 225 Clock Hours/7.5 Vocational Credits When Offered: (Fall) Prerequisite(s):

AMT 0704 minimum grade = C

Prereq/Corequisites:

AMT 0822C minimum grade = C

AMT 0822C - Aviation Maintenance Technology Powerplant II

This course is designed to introduce skills and the necessary knowledge and understanding of aircraft reciprocating engine overhaul; reciprocating engine removal, installation and operation; and reciprocating engine inspection, troubleshooting and maintenance.

Credit Hour(s): 225 Clock Hours/7.5 Vocational Credits When Offered: (Fall) Prerequisite(s):

AMT 0704 minimum grade = C

Prereq/Corequisites:

AMT 0821C minimum grade = C

AMT 0823C - Aviation Maintenance Technology Powerplant III

This course is designed to introduce skills and the necessary knowledge and understanding of aircraft turbine engine fundamentals; engine fire protection and engine instrument systems; and power plant electrical systems.

Credit Hour(s): 225 Clock Hours/7.5 Vocational Credits When Offered: (Fall) Prerequisite(s):
AMT 0822C minimum grade = C

Prereq/Corequisites:
AMT 0824C minimum grade = C

AMT 0824C - Aviation Maintenance Technology Powerplant IV

This course is designed to introduce skills and the necessary knowledge and understanding of aircraft turbine engine overhaul; turbine engine removal, installation and operation; and turbine engine inspection, troubleshooting, and maintenance.

Credit Hour(s): 225 Clock Hours/7.5 Vocational Credits When Offered: (Fall) Prerequisite(s):
AMT 0822C minimum grade = C

Prereq/Corequisites:
AMT 0823C minimum grade = C

ASC 1320 - Aviation Laws and Regulations

Upon completion of the course, the student will be able to describe and explain the activities and roles played by federal, state, and local aviation entities. Will be able to outline the manner in which the FAA enforces aviation administrative regulations. Will be able to differentiate between the public and private sectors of aviation liability and describe methods to minimize risk. Will be able to compare and contrast domestic and international aviation law.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ASC 1582C - Agricultural Use of UAS

This course discusses the use of Uncrewed Aerial Systems in the field of Agriculture. It will involve the study of UAS Technologies used to monitor plant growth, evaluate soil conditions, monitor animal operations, develop integrated pest management plans, make fertilizer recommendations, provide yield estimates of agricultural and forage crops, and make forest management decisions using UAS Images and Data. The course is designed to prepare students for a specialist Certification via the Florida Farm Bureau.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prereq/Corequisites:
ATT 1100

ASC 1610C - Aircraft Systems and Components

This course provides students with a basic understanding of the various types of aircraft engines, systems, and structures in use in both general aviation and transport category aircraft (airliners). Students will learn about engine types and their construction, operating procedures, and performance. Aircraft structures and construction methods will also be examined, along with an overview of hydraulic, electric, pressurization, fuel, and anti-ice systems.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ASC 1870 - Aviation Safety

The primary goal of this course is to provide aspiring aviation professionals with a comprehensive understanding and enhanced awareness of aviation safety. Class participation in analyzing the probable cause of selected aviation accidents, field trips, and guest speakers will be featured. Federal agencies which regulate aviation, with emphasis on those concerned with safety, will be studied. Information on how flight affects the human body and actions to minimize adverse effects.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ASC 2210 - Aviation Meteorology

This introductory level course acquaints the aviation student with the fundamentals of the Earth's atmosphere, current theories on meteorology, and the effects of weather on aircraft and air traffic control. Particular emphasis will be given to the acquisition and interpretation of weather reports and forecasts from various weather information sources. Aviation weather is specifically designed for the aviation student wishing to improve his knowledge and understanding of aviation weather (both theory and services) beyond that necessary for any of the FAA computer-based pilot knowledge tests.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ASC 2473 - Human Factors and Resource Management

This course provides an introduction to the field of human factors, which focuses on the interaction between humans and machines in the complex aviation environment. Human physiology and human performance within the flight environment are examined in depth. Students apply human factors concepts to single pilot resource management (SRM) and crew resource management (CRM) within the framework of threat and error management (tem). Professionalism in aviation is a major focus of the course.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ASC 2550 - Aerodynamics

An analysis of the physical laws and aerodynamic principles which govern the flight and performance of aircraft stability and control, weight and balance, and aircraft instruments affecting flight operational considerations of controllable pitch propellers, retractable gear, weather, and precision maneuvers.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prereq/Corequisites:

PHY 1020

ASC 2560C - Unmanned Aerial Vehicles & Systems

This course is a survey of unmanned aerial vehicles (UAV) and systems, emphasizing the military and commercial history, growth and applications of UAVs. Course will include basic acquisition, use and operation of UAVs with an emphasis on operations.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

ATT 1100

ASC 2561C - Unmanned Aerial Systems Operations

This course serves as follow-on to the introductory Unmanned Aerial Systems (UAS) course. It builds on the student's understanding of UAS history, technology, and regulations and builds on those to provide a basis for operating small UAS platforms (<55 pounds). Students will gain additional exposure to a variety of UASs operations, including aerial imaging, and search and rescue operations. Additional flight operations will be conducted in a controlled environment to provide exposure to real-world situations, with the intent of preparing the student for the FAA's UAS operator certificate.

Credit Hour(s): 4 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

ASC 2560C - Unmanned Aerial Vehicles & Systems

ASC 2562C - UAS Operations and Cross Country Data Entry

This course will address the use of the various systems and navigation equipment that exists on unmanned aircraft. Students will learn to analyze and identify the different systems that are employed on unmanned aircraft. They will identify the appropriate navigational system packages that are employed on various unmanned aircraft. Unmanned aircraft employ navigation systems that are, in many ways, significantly different than manned aircraft. These systems include navigation by ground observers; navigation using GPS determined position on a ground-based moving map display; and fully-autonomous GPS-based navigation. Students will differentiate the types of navigation systems available; and use the appropriate procedure to enter the navigation data into the unmanned aircraft's navigational system.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ASC 2563C - UAS Applications in Aerial Photography

This course will familiarize the student with guidelines, regulatory standards, and practical operational considerations for aerial photography and videography techniques specific to the use of unmanned aircraft systems (UAS). Current procedures and relevant practical application methods will provide a basis for commercial applications that leverage future UAS technologies.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prereq/Corequisites:

ASC 2560C

ASC 2564C - Unmanned Vehicle Security

Participants will develop an understanding of the digital operations of an unmanned vehicle. Methods of securing digital information during the upload and downloading functions will be explored.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

ATT 1100

ASC 2566C - Remote Pilot Operations

This course provides the basic knowledge and skills to establish a firm foundation for a career as a professional remote pilot through the practical application of regulations and flight planning for fixed wing and rotor unmanned aircraft. This course also provides a foundation and understanding of the essential elements of risk management and decision making as required by the unmanned aviation industry.

Credit Hour(s): 4 Credit Hours When Offered: (Offered as needed)

ATF 1100L - Private Pilot Flight

A study of skills needed to safely exercise privileges and responsibilities of a private pilot. Students apply information regarding aerodynamics, aircraft systems, aviation regulations, us airspace system, weight and balance, aircraft performance, aviation and weather, flight publications, basic flight physiology, and flight safety. Students completethe appropriate lessons and pass the

federal aviation administration private pilot practical exam to satisfactorily complete the course. This courseincludes 35 hours of total flight instruction with at least 20 hours of dual flight instruction and 5hours of solo training, including ground instruction and pre-/post flight briefings with an FAA-approved flight instructor. The cost for anyadditional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights perweek, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass.1. Students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students), 2. Students must be U.S. citizens or have TSA authorization tostart flight training, and 3. Students must meet with the Program Manager to verify documentation and review course requirements and flight training costs. Northwest Florida State College provides the flight instruction through a college-contracted flight school.NWFSC does not waive the course fees for this program for active-dutymilitary students using Tuition Assistance.This course is not eligible for GIbill funding. Veteran students are financially responsible for all tuition and fees.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring, Summer) Prereq/Corequisites:

ATT 1100

ATF 1100L - Private Pilot Flight

A study of skills needed to safely exercise privileges and responsibilities of a private pilot. Students apply information regarding aerodynamics, aircraft systems, aviation regulations, us airspace system, weight and balance, aircraft performance, aviation and weather, flight publications, basic flight physiology, and flight safety. Students completethe appropriate lessons and pass the federal aviation administration private pilot practical exam to satisfactorily complete the course. This courseincludes 35 hours of total flight instruction with at least 20 hours of dual flight instruction and 5hours of solo training, including ground instruction and pre-/post flight briefings with an FAA-approved flight instructor. The cost for anyadditional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights perweek, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass.1. Students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students), 2. Students must be U.S. citizens or have TSA authorization tostart flight training, and 3. Students must meet with the Program Manager to verify documentation and review course requirements and flight training costs. Northwest Florida State College provides the flight instruction through a college-contracted flight school.NWFSC does not waive the course fees for this program for active-dutymilitary students using Tuition Assistance.This course is not eligible for GIbill funding. Veteran students are financially responsible for all tuition and fees.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring, Summer) Prereq/Corequisites:

ATT 1100

ATF 2201L - Commercial Flight I

This is the first of three courses needed to complete the training required for the FAA Commercial Pilot certificate for single-engine airplanes. This course covers the first phase of commercial pilot training: cross-country navigation and flight review. It includes 33 hours of solo flight, 11 hours of dual flight instruction, and five hours of ground instruction and pre-/post flight briefings with an FAA-approved flight instructor. After completing this course, students take Commercial Flight II and III to meet the requirements for the Commercial Pilot certificate. It should be noted that the hours above are based on FAA-syllabus minimums, and students may exceed these minimum hours. The cost for these additional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights per week, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass. This course also has special requirements, which students must meet prior to enrolling:

1. students must hold a Private Pilot, Airplane Single-Engine Land certificate
2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs. Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

Students must hold a Private Pilot, Airplane Single-Engine Land certificate

Prereq/Corequisites:

Must be enrolled in, or have completed ATT 2110

ATF 2202L - Commercial Flight II

This is the second of three courses needed to complete the training required for the FAA Commercial Pilot certificate for single-engine airplanes. This course covers the second and third phases of commercial pilot training: cross-country time-building. It includes 32 hours of solo flight, 14 hours of dual flight instruction, and five hours of ground instruction and pre-/post flight briefings with an FAA-approved flight instructor. After completing this course, students take Commercial Flight III to complete the requirements for the Commercial Pilot certificate. It should be noted that the hours above are based on FAA-syllabus minimums,

and students may exceed these minimum hours. The cost for these additional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights per week, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass. This course also has special requirements, which students must meet prior to enrolling:
1. students must hold a Private Pilot, Airplane Single-Engine Land certificate
2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs.
Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

Students must hold a Private Pilot, Airplane Single-Engine Land certificate

Prereq/Corequisites:

ATF 2201L

ATF 2203L - Commercial Flight III

This is the third of three courses needed to complete the training required for the FAA Commercial Pilot certificate for single-engine airplanes. This course covers the fourth and fifth phases of commercial pilot training: commercial maneuvers and complex airplane training. It includes 30 hours of dual instruction including 10 hours in a complex airplane, and 12 hours of ground instruction and pre-/post flight briefings with an FAA approved flight instructor. The course requirements are met when the student earns his or her Commercial Pilot certificate for single-engine airplanes. It should be noted that the hours above are based on FAA-syllabus minimums, and students will often exceed these minimum hours. The cost for these additional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights per week, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass. This course also has special requirements, which students must meet prior to enrolling:
1. students must hold a Private Pilot, Airplane Single-Engine Land certificate
2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs.
Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

Students must hold a Private Pilot, Airplane Single-Engine Land certificate

Prereq/Corequisites:

ATF 2202L

ATF 2305L - Instrument Pilot Flight I

This course provides the training required for the FAA Instrument Airplane rating. It includes 38 hours of dual flight instruction and 9 hours of ground instruction and pre-/post flight briefings with an FAA-approved flight instructor. The course requirements are met when the students earns his or her Instrument rating. It should be noted that the hours above are based on FAA syllabus minimums, and students will often exceed these minimum hours. The cost for these additional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights per week, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass. This course also has special requirements, which students must meet prior to enrolling:
1. students must hold a Private Pilot, Airplane Single-Engine Land certificate
2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs.
Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

Students must hold a Private Pilot, Airplane Single-Engine Land certificate.

Prereq/Corequisites:

Must be enrolled in, or have completed ATT 1120 .

ATF 2400L - Multi Engine Flight I

This course provides both the ground and flight training needed to earn the FAA Multi-Engine rating. It includes 10 hours of dual flight instruction and 18 hours of ground instruction and pre-/post flight briefings with an FAA approved flight instructor. The course

requirements are met when the student earns his or her Multi-Engine Commercial rating. It should be noted that the hours above are based on FAA-syllabus minimums, and students will often exceed these minimum hours. The cost for these additional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights per week, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass.
This course also has special requirements, which students must meet prior to enrolling:
1. students must hold a Private Pilot, Airplane Single-Engine Land certificate,
2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs.
Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prereq/Corequisites:

ATF 2203L

ATF 2500L - Certified Flight Instructor I

This course provides the training needed to earn the FAA Certified Flight Instructor certificate for airplanes. It includes 25 hours of dual flight instruction and 6 hours of ground instruction and pre-/post flight briefings with an FAA approved flight instructor. The course requirements are met when the students earns his or her Certified Flight Instructor certificate for airplanes. It should be noted that the hours above are based on FAA-syllabus minimums, and students will often exceed these minimum hours. The cost for these additional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights per week, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass. This course also has special requirements, which students must meet prior to enrolling:
1. students must hold a Private Pilot, Airplane Single-Engine Land certificate
2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs.
Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prereq/Corequisites:

ATT 2131

ATF 2530L - Certified Flight Instructor Instrument

This course provides a study of the aeronautical skills and abilities required for the Certified Flight Instructor Airplane Certificate. Students apply skills from prior classes to explain, demonstrate, and analyze flight maneuvers and resource management skills involved with Private Pilot, Commercial Pilot, and Flight Instructor Certificates. The course also provides practical flight instruction experiences. Students must complete the appropriate flight lessons and pass the Federal Aviation Administration's Flight Instructor Airplane Single Engine Practical Exam to satisfactorily complete the course. Flight training fees (in addition to the cost of tuition) are required and must be paid in advance of the course start date. Flight training fees for this course are based on 25 hours of flight training, which is the minimum number of flight hours allowed by the FAA for completion of the Flight Instructor - Airplane Certification. Any additional training required beyond the FAA minimum is the financial responsibility of the student. This course also has special requirements, which students must meet prior to enrolling
1. students must hold a Private Pilot, Airplane Single-Engine Land certificate
2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs.
Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

ATF 2500L and ATF 2305L

ATT 1100 - Private Pilot Ground School

An introductory survey of the subjects pertaining to flight; aircraft operation and performance, weather, pilotage, air traffic control and Federal Aviation Regulations in preparation for the Federal Aviation Administration Private Pilot Written examination.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ATT 1120 - Instrument Rating Ground School

This course provides the classroom instruction required for instrument flight training and the FAA Instrument-Airplane Knowledge

Test. Topics include flight by instrument reference, flight physiology, IFR aircraft operations and procedures, radio navigation, in-route charts, instrument approach procedures, flight planning, weather, and IFR regulations. Students who complete the course satisfactorily may earn the required endorsement to take the FAA Instrument Rating Knowledge Test. Students are required to be enrolled in, or have completed, this course prior to beginning Instrument flight training. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

Students must hold a Private Pilot, Airplane Single-Engine Land certificate

ATT 1810 - Intro To Air Traffic Controller

This course is designed for both students of aviation to have a better understanding of the Air Traffic Controllers mission and working environment. This course presents a candid view of the Air Traffic Controller's language, tools, and profession. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

ATT 2110 - Commercial Pilot Ground School

This course provides the classroom instruction required for Commercial Pilot flight training and the FAA Commercial Pilot-Airplane Knowledge Test. Topics include advanced aircraft systems, high performance engines, retractable landing gear, and environmental systems, advanced performance charts, maximizing aircraft performance, and regulations relating to commercial operations. Students who complete the course satisfactorily may earn the required endorsement to take the FAA Commercial Pilot-Airplane Knowledge Test. Students are required to be enrolled in, or have completed, this course prior to beginning Commercial Pilot flight training. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

Students must hold a Private Pilot, Airplane Single-Engine Land certificate

ATT 2111 - Aircraft Systems Advanced

This course enhances the classroom instruction required for Commercial Pilot flight training. Topics include advanced aircraft systems, high performance engines, retractable landing gear, and environmental systems, advanced performance charts, maximizing aircraft performance, and regulations relating to commercial operations.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ATT 2131 - Certified Flight Instructor Ground

This course provides the classroom instruction required for Certified Flight Instructor training and both the FAA Fundamentals of Instructing and Flight Instructor-Airplane Knowledge Tests. Topics include the learning process, elements of effective teaching, student evaluation and testing, course development, lesson planning, and classroom training techniques. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

ATF 2203L

Anthropology, Archeology ANT 2000 - Introduction to Anthropology

Introduction to the fundamental principles, concepts, methods and theories in Anthropology. Includes a brief introduction to the subdisciplines of anthropology: cultural anthropology, biological anthropology, archaeology, and linguistics. A cross-cultural perspective will be paramount in the study of anthropology.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Offered as needed) Prereq/Corequisites:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

ANT 2100 - Introduction to Archaeology

Introduction to the fundamental principles, methods, and theories in archaeology. Includes a history of the development of archaeology, and examination of the nature of archaeological data and research, an introduction to archaeological data and analysis, and an examination of approaches to synthesis and interpretation. North and South American archeology is studied, but non-western examples are also studied to enhance an understanding of the development of the discipline in Europe and the Americas.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as Needed)

Architectural Drafting BCN 1230 - Building Construction Materials and Processes

Course designed to introduce the student to terminology, methods, procedures, materials, and processes used in the construction industry.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

BCN 1272C - Blueprint Reading for Commercial Construction

A course to familiarize non-drafting students with techniques of blueprint reading and the fundamentals of construction methods that make blueprint reading meaningful.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

BCN 1520C - Electrical Systems in Construction

A course to familiarize students with electrical terminology, practices, methods, code requirements and safety and health in construction.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

BCN 1567C - Plumbing and Gas Construction Practices

A course to familiarize students with Plumbing and Gas code requirements, terminology, methods, practices, processes and safety and health used in building construction.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

BCN 2231 - Building Construction Materials and Processes II

Course designed to introduce the student to terminology, methods, procedures, materials, and processes used in the construction industry. The focus of the course will cover Divisions 9 through 16 of the construction industry.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

BCN 2560C - Mechanical Systems in Construction

A course to familiarize students with mechanical trades terminology, methods, practices, code requirements processes, and safety and health criteria in mechanical construction.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

BCN 2721 - Construction Management/Planning

The course covers project development and organization from pre-construction site investigation to final completion. The course will include the management of project estimates, plans, schedules, operations and safety. The student will become knowledgeable about documents used in the construction industry for bid, contracts, zoning, permits, bonds, loans specifications and drawings. Cost engineering, procurement, value engineering and quality assurance will be covered. Cost management through job cost analysis and purchase order systems will also be covered.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

BCT 1763 - Construction Safety and Health

A basic course in construction safety and health, covering such topics as: theories of accident causation; workplace hazards; hazard analysis and prevention; accident reporting; OSHA construction standard and safety practices; environmental safety; violence in the workplace; ergonomics; ethics and safety; workers' compensation; and stress on the job.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

BCT 2761C - Structural Systems in Construction

A course to familiarize students with structural terminology, practices, methods, code requirements and safety, and health criteria in construction.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

BCT 2770 - Construction Estimating

A course in estimating as it relates to the construction industry covering references, estimating methods, take-off organization and presentation; material take-off, cost estimating in heavy construction, mathematical formulas for estimating, quantity take-off from plan review, and computer estimating overview.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

BCN 1230 , BCN 1272C .

Art ART 1201C - Two-Dimensional Design

An introductory course, both theoretical and applied, dealing with the principles of organization and the elements of design in a two-dimensional format. This is a foundation course for all of the graphic arts: painting, printmaking, and the two-dimensional crafts. Audit enrollment In studio art classes is permitted on a space-available basis only.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

ART 1203C - Three-Dimensional Design

An introductory course, both theoretical and applied, dealing with principles of organization and the elements of design in a 3-dimensional format. Various materials, tools, and surfaces are used to explore 3-D form. This is a foundation course. Audit enrollment In studio art classes is permitted on a space-available basis only.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

ART 1300C - Drawing I

Basic drawing course covering different drawing media, line, form, shape, value and spatial relationships. Drawing problems involving a variety of subject matter will be explored. Emphasis is on value, drawing techniques, spatial relationships between shapes and composition. Audit enrollment In studio art classes is permitted on a space-available basis only.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

ART 1301C - Drawing II

Continued study of drawing techniques explored in Drawing I. Provides experience with more complex drawing problems. Emphasis is on self-expression, value, color theory, and composition. A variety of subject matter and drawing media will be explored.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

ART 1300C . Audit enrollment in studio art classes is permitted on a space-available basis only.

ART 1750C - Pottery I

The students shall be exposed to the production of pottery utilizing all known hand building techniques. Also includes introduction to potter’s wheel and basic wheel fundamentals. The first half of course is hand building, the second half is devoted to development of skills on the potter’s wheel. Students also learn how to glaze pottery and make glass. Audit enrollment In studio art classes is permitted on a space-available basis only.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

ART 1751C - Pottery II

Continues hand building of Pottery I, but major emphasis is placed upon development skills utilizing the potter’s wheel. Additional glazing experimentation is also emphasized.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

ART 1750C . Please refer to catalog section regarding audit enrollment.

ART 2330C - Figure Drawing I

The development of technical skills and self-expression through drawing the figure; course begins with anatomy studies, progresses to conceptualization of human form. Audit enrollment In studio art classes is permitted on a space-available basis only.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

ART 2331C - Figure Drawing II

This class is a continuation of Figure Drawing I. Emphasis is on composition and self-expression in relation to the human figure. Exploration of media and content will be encouraged.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

ART 2330C . Audit enrollment In studio art classes is permitted on a space-available basis only.

ART 2500C - Painting I

Course will include design elements, composition and spatial relationships. Emphasis is on color theory, color mixing, and execution thereof within a variety of subject matter. Audit enrollment In studio art classes is permitted on a space-available basis only.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

ART 2501C - Painting II

This course is a continuation of Painting I ART 2500C with emphasis on further exploration of student’s personal style and original techniques. Further experimentation in abstraction and emotional aspects of form and color are explored and expressed.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

ART 2500C . Audit enrollment in studio art classes is permitted on a space-available basis only.

ART 2540C - Water Color I

An introduction to water media techniques applied to various subject matter through demonstrations and various lab experiences. Open to all students. Audit enrollment In studio art classes is permitted on a space-available basis only.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

ART 2541C - Water Color II

Allows continued experience in more complex water color technique and subject matter. Emphasis is on composition and individual expression.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

ART 2540C - Water Color I . Audit enrollment In studio art classes is permitted on a space-available basis only.

ART 2602C - Digital Imaging I

A digital illustration production course with a strong emphasis on concept development and image making skills. Students will create complex imagery based on manipulations of photographs with an industry standard image editing/manipulation software application. Access to an appropriate high-quality digital camera is required. It is recommended that students take PGY1801C at the same time or prior to taking this course.

Credit Hour(s): 4 Credit Hours When Offered: (Fall)

ART 2701C - Sculpture I

An introductory course in the technical and aesthetic consideration of sculptural forms. Includes a wide range of materials and expressions, representing past and present sculptural methods. Audit enrollment in studio art classes is permitted on a space-available basis only.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

ART 2703C - Sculpture II

Allows continued experience in more complex three-dimensional techniques; emphasis on individual projects and conceptual approach.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ART 2701C . Audit enrollment in studio art classes is permitted on a space-available basis only.

ART 2955 - Portfolio Development

Development of a working portfolio through studio project aimed at fulfilling the general requirements the average company, university, art school or advertising agency looks for in a portfolio presentation.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ART 1201C , ART 1203C , ART 1300C , ART 1301C .

Art History ARH 1000 - Art Appreciation

This course offers a study in the basic concepts of art, including function, style and structure with emphasis on the interaction of medium and meaning and problems of art criticism. This class does not fulfill the art history requirements for art majors, but compliments the art major's course of study as an elective. This is a Writing-Across-the-Curriculum course requiring selected written assignments. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education. This course is also a Speaking-Across-the-Curriculum course requiring selected speaking assignments.

Credit Hour(s): 3 Credit Hours † ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ARH 2050 - Art History: Pre-Renaissance

Survey of significant contributions in art from prehistoric through Renaissance. Art will be considered in terms of stylistic qualities as well as iconography and historical context. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours † ¶ When Offered: (Fall, Spring) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful

completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ARH 2051 - Art History: Renaissance - 18th Century Neo-Classicism

Survey of significant contributions in art from Renaissance through Contemporary. Art will be considered in terms of stylistic qualities as well as iconography and historical context. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours † ¶ When Offered: (Fall, Spring) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ARH 2060 - Architecture History

Survey of significant contributions in architecture from prehistoric to modern times. Architecture will be considered in terms of stylistic qualities, structural type, and intended usage. Topics will be addressed according to historical content, societal background, and geographical location. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours † ¶ When Offered: (Fall, Spring) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ARH 2402 - Art History: Modern Art

Surveys and analyzes the major artistic periods and movements from 18th century Neo-Classicism to present. Required for all Art majors. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours † ¶ When Offered: (Fall, Spring) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Astronomy AST 1002 - Descriptive Astronomy

This non-lab one-semester course is designed to meet the general education requirements in physical science for non-science majors and for students in related scientific fields needing a scientific elective. The course includes topics in planetary astronomy,

the sun and stellar evolution, galaxies, and cosmology. Also covered are basic physical laws, light, and telescopes. Exercises require only basic math with some very limited algebra.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Biology BSC 1005 - General Biology

The principles of biology are included. Human Biology is emphasized. Human's effect on the environment is considered wherever appropriate. (NO LABORATORY — Not for majors in Biology).

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1005L - Biology Lab

Laboratory for General Biology. Experimental methodology and technique. Not recommended for Biology majors.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prereq/Corequisites:

BSC 1005 or equivalent.

BSC 1010C - Principles of Biology I

A study of the structure and function of the major biological molecules and the organization of these molecules at the subcellular level; of cellular growth including bioenergetics, metabolism and its control, and the movement and incorporation of macromolecules as related to cell expansion and repair; and the study of the control of cellular growth including both genetic and biochemical control mechanisms. Required for Biology, Pre-Med, and most Pre-Professional Science majors.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring) Prerequisite(s):

high school biology and chemistry or CHM 1020 and eligibility to enroll in MAC 1105 .

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1011C - Principles of Biology II

This course is a continuation of BSC 1010C . It provides an overview of the history of life on Earth, a summary of the concepts of phylogeny and classification, and a survey of organisms with emphasis on plants and animals. Structure, evolution, taxonomy, and ecology of the major phyla will be included. This course is required for Biology, Pre-Med, and most Pre-Professional Science majors.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

BSC 1010C .

BSC 1080 - Essentials of Anatomy and Physiology

This course surveys basic structure and function of the human body with emphasis on terminology and anatomy.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

BSC 1905 - Independent Study – Biology

A course designed to (1) allow a student to complete part of a course taken elsewhere and thereby complete general education requirements, (2) to go deeper into special areas of interest.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring, Summer) Note:

This course may be taken up to four times for credit.

BSC 2020C - Human Structure and Function

A study of the structures and functions of the human body with emphasis on system integrations (homeostasis) and an introduction to system disorders and pathologies.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

MCB 2010C - Microbiology, Allied Health

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

Botany BOT 1010C - Botany

This course covers the structure and function of seed plants, basic information on plant metabolism, including photosynthesis and water relations, and a survey of lower plants, algae and fungi. It introduces basic concepts of ecology and plant geography and stresses the importance of plants to humans. Laboratory sessions illustrate concepts from the lecture using specimens, microscope slides and field trips.

Credit Hour(s): 4 Credit Hours When Offered: (Spring)

Business FIN 4402 - Financial and Economic Management

This course addresses the application of contemporary theory and practice in business resource allocation. Topics include: capital budgeting, equity and capital financing, capital management, analysis of financial statements, pricing theory, management of working capital and other topics relevant to the acquisition, financing and management of business assets and business decision making. Both the economic and financial perspectives will be presented. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Upper division standing and ACG 3083 are required. ECO 2013 , STA 2023 , and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 1011 - Introduction to Business

Designed to give students a broad understanding of the nature of business and a preliminary idea of the various areas of business specialization.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 1214 - Business and Supervision Terminology

This course is designed for students to achieve mastery of the special vocabulary, jargon, and concept terminology associated with general business and supervision in the modernworkplace. Students will apply the terms in common workplace scenarios and hypothetical situations, as well as in standard written documents and assignments

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 1940 - Internship - Business

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired in the program of study. The student will work with a qualified work site supervisor on approved projects related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a unique set of objectives and assessments.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Active enrollment in an appropriate technical degree program and permission of the instructor. Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:

This course may be taken up to two times for credit.

* This college credit course is not intended for transfer and may not be applied toward the AA degree.

GEB 2430 - Business Ethics

This course addresses the legal, moral, and societal issues of ethical conduct in the business environment. Actual case studies are used to illustrate appropriate relationships among employers, employees, customers, stockholders, and other business stakeholders. Topics include: codes of ethics, laws and regulations related to ethics, conflict of interest, and moral philosophies associated with ethical conduct.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 2947 - Academic Learning Field Studies I

This course gives students the opportunity to understand the relationship of theory to practice through participation in a service-learning experience.

Credit Hour(s): 1 Credit Hour When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 2948 - Academic Learning Field Studies II

This course gives students the opportunity to understand the relationship of theory to practice through participation in a service-learning experience.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 2949 - Academic Learning Field Studies III

This course gives students the opportunity to understand the relationship of theory to practice through participation in a service-learning experience.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3031 - Contemporary Business Practices

This course includes an orientation to and examination of opportunities and challenges facing managers in contemporary business organizations. Introduces the competencies of teamwork, communication, creative thinking, adapting to change, decision making and customer service through application to issues and problems across the general business spectrum. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3213 - Business and Administrative Communication

A comprehensive course in effective and efficient communications in the business world; includes preparation of reports, proposals and presentations, technical writing skills, composition of standard business documents including persuasive messages, sales letters, customer service correspondence, instructional memoranda, and policy and procedure development. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and ENC 1101 or departmental permission are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3434 - Ethics for Business Leaders

This course uses a case study approach to focus on the significant ethical and legal issues facing today's business leaders. The theoretical and philosophical background will be presented along with real-life examples of ethics in the workplace. Cases and readings will be used to develop both analysis and application skills in the following areas: corporate and personal decision making, organizational culture and reputation, social responsibility and social reporting, customer relations, employee relations, financial reporting, technology, privacy/confidentiality and communications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3444 - Business Trends and Issues

This course builds on the traditional themes and concepts of the general business area through specialized readings on trends and issues facing today's business and industry leaders. Students will read opinion pieces by noted in-field experts, as well as conduct basic research on contemporary issues such as information and workplace security, diversity in the workplace, outsourcing functions/services and global competition, with an eye to improving business operations. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3930 - Business Project and Acquisitions Terms and Concepts

Students will apply specialized terminology of project and acquisitions management in various communication venues including short written documents and summary analyses. Emphasis will be placed upon the latest terms, abbreviations and jargon applicable to the field. Students will research selected terms and concepts in various contemporary periodicals and publications.

Credit Hour(s): 1 Credit Hour When Offered: (Fall) Prerequisite(s):
Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3933 - Business Research

This seminar-style course, offered in group or individual format, provides an introduction to various references, databases, periodicals, journals and other publications essential to the research of contemporary business issues; also included are methods of accessing resources via the Internet, designing search strategies, citing Internet resources and evaluating research materials.

Credit Hour(s): 1 Credit Hour When Offered: (Fall) Prerequisite(s):
upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 4454 - Business in a High Technology Environment

Presents the special challenges and opportunities of managing a high technology firm or a traditional entity operating in the high technology environment; addresses software/information security, recruiting technical personnel, outsourcing, equipment security, updating equipment, telecommuting and similar issues.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Prerequisite(s): Upper division standing and GEB 3031 (minimum passing grade of C) are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 4933 - Special Topic: Management

An individual or group course designed to provide students with the opportunity to pursue a special topic(s) in depth; may be repeated as topics change.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Upper division standing and permission of the instructor are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 4941 - Internship: Business

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired in the program of study. The student will work with a qualified work site supervisor on approved projects related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a unique set of objectives and assessments.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
upper division standing and permission of the instructor are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

QMB 3250 - Quantitative Methods for Business Decisions

An examination of the quantitative methods, statistical concepts, and procedures used in business and finance including methods of maximization and minimization objective functions, the analysis and use of statistic methods for planning, decision making, and forecasting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

Business Law BUL 2241 - Business Law I

Introductory course in business law with objective of presenting the law underlying business transactions. Course includes the study of the Law of Contracts, the Law of Bailments, and the Law of Sales based on the Uniform Commercial Code. Recommended for Business degree students.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 2242 - Business Law II

Course context explores laws relative to negotiable instruments, agency, partnerships, (includes study of Uniform Partnership Act), corporation law, creditors rights, consumer protection and insurance. Based on Uniform Commercial Code.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

BUL 2241 is required and knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: D

BUL 3320 - Law and Business

An introduction to the legal setting in which modern business operates; emphasis is on public and regulatory law, basic contract law, the processes of administrative, statutory and common law and interstate commerce issues; includes an overview of the UCC and intellectual property. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 4333 - Contract Formation and Administration

Students will be exposed to the differences in the public and private sector contracting environments. Emphasis will be placed on the fundamentals of contract formation including sealed bidding, negotiations, and best value methods. Students will learn the fundamentals of contract administration including inspection and acceptance, quality control, contract changes, and disputes. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and BUL 3320 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 4931 - Acquisition Law Seminar

This course addresses contract law as applicable to formation and administration of contracts with private and governmental agencies, with emphasis on the federal government. The following topics are also included: concepts of responsiveness and responsibility, bidding procedures, mistakes, negotiation procedures, changes, claims and dispute resolution. Students will explore the typical contracting problems that can lead to litigation. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and BUL 4333 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

Chemistry CHM 1020 - Chemical Science

Fundamental principles and theories of matter and energy. Atomic theory, periodicity, properties, structure, kinetic molecular theory, bonding, solutions, scientific method, carbon compounds. This course serves as an introduction to chemistry for non-science majors, satisfying the General Education requirement for the A.A. degree; and as a preparatory course for students intending to enter college chemistry.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

CHM 1032C - General Chemistry for Life Sciences

This course is a one-semester introduction to chemistry especially appropriate for those pursuing a degree for a career in an allied health science field, although open to all students. Topics include atomic theory, bonding, nomenclature, gases, acids and bases, stoichiometry, and solutions, with an additional emphasis on reaction rates, equilibria, organic and biochemistry, and organic and biomolecules and their roles and functions in living organisms.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

MAT 1033A or appropriate placement test scores.

CHM 1045C - College Chemistry I

Quantitative approach to modern theoretical and descriptive chemistry with appropriate development of laboratory technique. Includes symbols, formulas, equations, atomic structure, bonding, states of matter, stoichiometry, thermo-chemistry, solutions, colloids, molecular orbitals, periodicity and properties. A two semester sequence in general chemistry with laboratory exercises and demonstrations. University transfer credit.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

MAC 1105 required; high school Chemistry or Physics, CHM 1020 or PHY 1020 advised.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

CHM 1046C - College Chemistry II

Continuation of CHM 1045C . Includes kinetics, chemical equilibrium, acids and bases, thermo-dynamics, non-metals and their compounds, electrochemistry, redox, the atmosphere, hydrocarbons, biochemistry, nuclear chemistry, coordination compounds, and qualitative analysis.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

CHM 1045C .

CHM 2210C - Organic Chemistry I

This course will present the correlation between structure and physical and chemical properties of organic compounds. The principle types of mechanisms involved in organic reactions will be discussed on aliphatic and aromatic hydrocarbons, alkyl halides, alcohols and ethers. Laboratory exercises illustrate these topics.

Credit Hour(s): 4 Credit Hours When Offered: (Fall) Prerequisite(s):

CHM 1046C .

CHM 2211C - Organic Chemistry II

In continuation of Organic Chemistry I the relationships between functional groups and properties of organic compounds will be discussed. Infrared, NMR, and mass spectroscopy will be used for identification of organic compounds and for structure analysis. The transition state theory is applied to interpret the nucleophilic addition reactions, the carbanion condensation reactions, the interconversions of carbonyl compounds and the nucleophilic acyl substitution of carboxylic acids and their derivatives. Biochemical topics, i.e. lipids, carbohydrates, amino acids and proteins are included.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):

CHM 2210C .

Chinese CHI 1120 - Mandarin Chinese I

This course focuses on pronunciation and grammatical structures of Mandarin Chinese, with emphasis upon balanced development of all four skills: listening, speaking, reading and writing. Covers all basic structures of the language and develops a foundation for further study of the language. Designed for students with no previous knowledge of Chinese.

Credit Hour(s): 4 Credit Hours When Offered: (Fall)

CHI 1121 - Mandarin Chinese II

This course is a continuation of Mandarin Chinese I with additional vocabulary and grammar. Pronunciation and grammatical structures of Mandarin Chinese, with emphasis upon balanced development of all four skills: listening, speaking, reading and writing. Covers all basic structures of the language and develops a foundation for further study of the language.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):

CHI 1120 or an equivalent course with a minimum grade of "C".

Coaching PEO 2004 - Theory and Practice of Teaching a Specific Sport

This course is designed to provide knowledge of the rules, teaching progressions and strategies for competition. The course includes acceptable behavior and ethics for coaches. This course will be offered for the following specific sports: baseball/softball, basketball, football, golf, soccer, swimming, tennis, track and field/cross country, volleyball and wrestling.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

PEO 2005 - Coaching Theory

This course is designed to provide knowledge of the characteristics, principles, ethics, and theories related to coaching sports in educational and recreational settings. Emphasis is placed on preparing coaches to train athletes to achieve optimal levels of performance.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

College Success SLS 1101 - College Success

A course designed to focus on developing practical study skills to enhance academic success. Skills taught in this course are time management, concentration/memorization, listening, note taking, test taking, use of college resources, establishing goals, identifying learning styles, developing career choices and learning to cope with personal issues that face many college students.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

SLS 1201 - Service Learning Seminar

A seminar course designed to enhance and reinforce the value of civic responsibility and to provide students with a community service program opportunity by volunteering in community agencies in the public and private sectors.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed)

SLS 2505 - Critical Thinking

This course is designed to teach students to become critical thinkers and to show students how to apply their thinking skills to everyday problems and issues in college, career, and personal settings. Based on discussions of timely issues, students will learn to use critical thinking.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

Computer Science CAI 1001 - Artificial Intelligence (AI) Thinking

The content includes fundamental understanding of the Five Big Ideas in AI: Perception, Representation & Reasoning, Machine Learning, Human AI Interaction, Societal impacts of AI; AI system and their components; problems and tools AI-enabled workers use to build models and systems that leverage data to make decisions; mastery of foundational skills required to become power AI users. In addition, the course content includes but is not limited to practical experiences in AI system design, deployment, and evaluation; problem identification; creation, selection, and curation of data sets; computer programming, use of machine learning algorithms, program design structure, evaluation of the societal impact of AI, employing ethical and responsible development methodologies and decision making, essential programming techniques, and implementation issues. Specialized programming skills involving advanced mathematical calculations and statistics are also integrated into the curriculum.

Credit Hour(s): 3 When Offered: Fall, Spring, Summer

CAI 1020 - Artificial Intelligence (AI) Ethics

The study of ideas and their logical structure, including arguments and investigations about abstract and real phenomena pertaining to Artificial Intelligence and its applications. The course includes logic, aesthetics, epistemology, metaphysics, symbolism and applications to the theoretical foundations and methods as applied in the use and development of Artificial Intelligence in various disciplines. Students will explore the basic building blocks and components of AI and the problems created, aggravated, or transformed by its use. It is intended that students will reflect on the ethical, social, and cultural impact of AI by focusing on the issues by and brought about by professionals in the field, society, and various institutions.

Credit Hour(s): 3 When Offered: Fall, Spring, Summer

CAI 2100 - Artificial Intelligence Machine Learning Foundations

The purpose of this course is to provide students with core foundational knowledge to deepen understanding of machine learning (ML) practices and applications. This course builds understanding of the mathematical foundation needed to create algorithms for use in artificial intelligence and machine learning. The content includes but is not limited to foundational knowledge and skills related to computer coding and software development. Instruction and learning activities are provided in a laboratory setting using hands-on experiences with the equipment, materials and technology appropriate to the course content and in accordance with current practices.

Credit Hour(s): 3 When Offered: Fall, Spring, Summer Prerequisite(s):

COP 2030 - Programming in Python, minimum passing grade of C

CAI 2300 - Artificial Intelligence (AI) Natural Language Processing

This course continues the study of computer programming concepts with a focus on the creation of software applications employing procedural programming techniques using AI resources. Students will learn common techniques in natural language and associated applications. Students will perform data acquisition and data processing using AI tools. The course will instruct students on different AI learning models by using NLP. The course includes a review of advanced NLP models and architects such as Distibert, Roberta, GPT, BERT, BART, and other AI models.

Credit Hour(s): 3 When Offered: Fall, Spring, Summer

CAI 2820 - Artificial Intelligence (AI) Applications

The purpose of this course is to assist students in deepening understanding for application of AI and to explore methods and tools utilized to build AI models. The content includes but is not limited to foundational knowledge and skills related to methods and software used to develop AI applications using data sets. Instruction and learning activities are provided in a laboratory setting using hands-on experiences with the equipment, materials and technology appropriate to the course content and in accordance with current practices.

Credit Hour(s): 3 When Offered: Fall, Spring, Summer

CAP 2134C - Database Security

This course is designed to provide the student with an understanding of database security concepts and practices. The objective of the course is to provide hands-on instruction in various database tasks that relate to securing the confidentiality, integrity and availability of information that is stored in a database. The student will be able to perform administrative tasks in different database management systems, as well as manage database user profiles, privileges, and roles. Different database application security models will be explored, as will the security advantages of utilizing virtual private databases. Finally, the process of database auditing will be explored, including auditing methods using various database management systems..

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

CNT 1000C and CGS 2541 , minimum C

CET 1600C - Networking Fundamentals

This course introduces the student to the basics of Internetworking technology. This is also the first of four courses designed to prepare a student to take the CISCO Certified Network Associate Exam. The student will study networks and layers, networking devices, IP addressing, ARP and RARP, media and design, topology, structured cabling, electricity, and electronics and network management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CET 1675C - Introduction to IP Telephony

This course explains how companies are using IP Telephony equipment and software to efficiently upgrade existing telephone systems. In addition, the course will give the student a fundamental understanding of the architecture of voice communication and how signaling, call quality and public switched telephone networks operate in a LAN/WAN networking environment. The use of IP Telephony products will be discussed and how software allows companies to cost-effectively upgrade and eventually replace existing (legacy) telephone systems with more cost-effective and easy-to-use telephone equipment.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

CET 1600C is required and knowledge of basic computer and keyboarding skills are strongly recommended.

CET 2179C - PC Operating Systems A+

This course is designed to help prepare the student to take the A+ Certification exams by making the student proficient in personal computer operating systems, including Windows. Major topics include disk and file management, system configurations, menu driven processing, graphical user interfaces, boot files, disk caching, virtual memory, device drivers, remote assistance, and security essentials and security practices.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CET 2182C - PC Hardware A+

This course is designed to prepare the student to take the A+ Certification exam, by teaching the student basic technical skills needed to understand the function and operation of the major elements of personal computer systems, and how to localize and correct common hardware and software problems.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CET 2660 - Network Security

This course provides an in-depth study of network security concepts and techniques. Students examine theoretical concepts that make computer network security unique. This course provides a practical, hands-on approach when examining networking security techniques. Students examine different network strategies, explore the advancement of network implementation, and study timeless problem solving strategies. The course is also intended to assist with preparation for the CompTIA security+ certification.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

CTS 1134 , and CET 2179C , minimum grade C.

CET 2854C - Fundamentals of Wireless LANs

Develop, implement and troubleshoot wireless networks. This hands-on, skill-based course focuses on the design, planning and operation of wireless networks, with an overview of technologies, security, and design best practices. This course helps prepare the student for the CISCO Wireless Certification.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

CET 1610C [Inactive] is required. Knowledge of basic computer and keyboarding skills are strongly recommended.

CET 2880C - Digital Forensics Fundamentals

This course offers a solid foundation to computer forensics investigations: preparing students to acquire and analyze digital evidence. The course covers tools and techniques and explains topics such as file structure, data recovery, e-mail and network investigations, and expert witness testimony. In addition, the student will gain practical knowledge in conducting digital investigations and preserving digital evidence that may be used in court or corporate inquiries.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

CET 2179C and CTS 1106 , minimum grade C

CET 2892C - Advanced Network Security

This course examines advanced network security topics including, but not limited to, advanced topics in integration of hardware firewalls, advanced topics in Intrusion Detection Systems (IDS), advanced topics in Internet Protocol-security (IPSec), and advanced topics in Virtual Private Networking (VPN) in network security design. Students will implement designs using equipment in a laboratory setting.Prerequisites

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

CET 2660 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

CET 2940 - Computer Engineering Internship

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired in the program of study. The student will work with a qualified work site supervisor on approved projects related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a unique set of objectives and assessments.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

active enrollment in an appropriate degree program and permission of the instructor. Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:

This course may be taken up to four times for credit.

* This college credit course is not intended for transfer and may not be applied toward the A.A. degree.

CGS 1100 - Microcomputer Applications

This is a hands-on course using computer software including discussion and practical applications of the Windows operating system, computing concepts, Internet, word processing, spreadsheets, database management, presentation software, and various communications topics.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

none

CGS 1550 - Introduction to World Wide Web

This course provides an introduction to the required hardware, software, procedures, uses and building web pages on the World Wide Web and the Internet.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CGS 1843 - Introduction to E-Commerce

This course is designed to provide students with an overview of the dynamics of electronic commerce and how it links information technology to business objectives. Course may not transfer to all State University System institutions.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CGS 2541 - Introduction to Database Concepts

The aim of this course is to provide an introduction to data modeling and the design and implementation of relational databases and to extend the students' understanding of the principles and techniques used in the design and implementation of modern database systems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

CGS 2544 - Advanced Database Concepts

The aim of this course is to explore advanced database concepts including an advanced exploration of data modeling and the design and implementation of relational databases. This course will extend the students' understanding of advanced principles and techniques used in the design and implementation of modern database systems and explore database problems and potential solutions.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

CGS 2541 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

CGS 2820 - Web Design

This course introduces programming in techniques associated with web-based languages. The student will learn to create innovative and useful window programs. Topics to be discussed include variables, string handling, loops and arrays, formatting techniques, labels, buttons, menus, loading and saving, error handling, graphics and linking applications.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CIS 1000 - Introduction to Computer Science

A broad survey of computing and computer science topics appropriate for computer science, computer engineering, and information systems students. Math placement at the college algebra level strongly advised.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CIS 1531 - Scripting for Cybersecurity Professionals

The course scripting for cyber security professionals introduces the student to a variety of scripting languages. These scripting languages are an integral part of modern penetration testing tools. The course starts with an introduction to flow charting, windows batch files and Linux shell scripting. With the importance of web attacks, the students will cover HTML and JavaScript. This curriculum covers ruby and python scripting, concluding with a brief overview of assembly, debugging and disassembly.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

CET 2179C , minimum C

CIS 2222 - Penetration Testing

This course teaches students the underlying principles and many of the techniques associated with the cybersecurity practice known as penetration testing or ethical hacking. Students will learn about the entire penetration testing process including planning, reconnaissance, scanning, exploitation, post-exploitation, and result reporting. The course will provide the fundamental information associated with each of the methods employed and insecurities identified. In all cases, remedial techniques will be explored. Students will develop an excellent understanding of current cybersecurity issues and ways that user, administrator, and programmer errors can lead to exploitable insecurities.

Credit Hour(s): 3 When Offered: Fall, Spring, Summer

CIS 2352C - Ethical Hacking Fundamentals

This course is designed to provide the student with an understanding of the techniques and methodologies of security penetration testing. This course provides hands-on instruction using the various tools and methods that security professionals use to analyze an information system in order to discover vulnerabilities and protect against information loss, cyberterrorism, and corporate espionage. The student will be introduced to fundamental security testing concepts, gain practical knowledge of computer programming, learn how to properly document a security test, and explore the legal and ethical ramifications of penetration testing. Students will also learn how to apply the appropriate countermeasures in order to reduce the risk that an organization faces.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

CNT 1000C or CTS 1134 , minimum C

COP 1000 - Introduction to Programming Concepts and Logic

General survey of programming/problem solving techniques. Includes an introduction to structured programming. Algorithm development will employ the use of a modern programming language.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 1411 - Data Structures and Algorithms

This course is intended to be a first course on data structures and algorithms. As such it deals with abstract data types and data structures. It also introduces writing algorithms and problem solving.

Credit Hour(s): 3 Credit Hours When Offered: Fall Prereq/Corequisites:

CIS 1000

COP 2010 - Visual Basic Programming

This course introduces programming in Visual Basic.Net. The student will learn to create innovative and dynamic data structures using Rapid Application Development techniques. Topics to be discussed include: graphical user interface development and object-oriented programming.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2030 - Programming In Python

An Introduction to Python programming language using microcomputers. Topics include Python basics, use of Python control and data structures, use of Python function, Python 110, and implementation of basic programming tasks.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2176 - Visual Basic ADO.Net

The aim of this course is to provide an advanced level of knowledge in database programming using visual basics ado.net, using normalization, object and relational types, modeling, data validation, and structured query language (sql) in creating database applications.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

COP 1000 , minimum C

COP 2220 - Programming in C

An introduction to C programming language using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2224 - Programming in C++

An introduction to C++ programming using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2360 - Programming in C Sharp (C#)

An introduction to the C# programming language using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2700 - Introduction to SQL

An introduction to SQL and the design and creation of object-oriented databases (using SQL). Topics include storing, retrieving, updating and displaying data using Structured Query Language (SQL).

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 1000 is required. Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2800 - Introduction to Java Programming

An introduction to programming using the Java language. Students will develop and apply individual programs.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2805 - Advanced Java Programming

An advanced level programming course using advanced Java techniques.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

COP 2800 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2840 - Web-based Programming I

This course is designed to extend the student's understanding of web-based programming techniques, and give them practical experience in the use of a range of technologies for creating e-Commerce applications.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CTS 1106 - Fundamentals of Linux

This course is designed to introduce the Linux operating system to new users. The student will learn fundamental features of the operating system, including file system navigation, file permissions, editors, command shells, and basic network use. This course also provides a foundation for more advanced courses in administration and certification.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

CTS 1134 - Networking Foundations

This course is designed to introduce students to the terminology and concepts of the networking industry, including data communications and networking services, OSI and TCP/IP models, topology, network media, connectivity, intermediate devices and security. This is preparation for the CompTIA Network+ certification exam.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

CTS 1142 - Information Technology Project Management

This introductory course teaches the essentials of information technology project management. This course provides an introduction to the project management body of knowledge, as specified by CompTIA project+. The course discusses the processes, methods, techniques and tools that organizations use to manage information systems projects. The course covers a systematic methodology for initiating, planning, executing, controlling, and closing projects and emphasizes the important special considerations which apply to information technology projects.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of networking, basic computer, and keyboarding skills are strongly recommended.

CTS 1156C - Desktop Support

This course introduces the helpdesk skills to troubleshoot hardware or software operation and application problems for end users on the desktop or client-side, based on the Windows operating system. It is designed to help prepare the student to take the two core exams (70-620 and 70-622) required for certification as an MCITP: Enterprise Support Technician students should have user-level competency with Windows and MS Office.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CTS 2104 - Introduction to Windows

An introduction to operating systems in general with emphasis on windows.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

CTS 2127 - Certified Information Systems Security Professional (CISSP)

This course covers security topics from a management perspective to include, security and risk management, asset security, security architecture and engineering, communication and network security, identity and access management, security assessment and testing, security operations, and software development security. This course will prepare students for management level security responsibilities. This course will prepare the student for the industry certification by ISC2: Certified Information System Security Professional (CISSP) exam.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

CET 2660 is required and knowledge of basic computer and keyboarding skills are strongly recommended

CTS 2145 - Cloud Essentials

The course covers cloud concepts and models; virtualization; cloud infrastructure; resource management; security; and systems management. It includes implementation, maintenance and delivery of cloud technologies and infrastructures while ensuring proper security measures are maintained to mitigate risks and threats.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of networking, basic computer, and keyboarding skills are strongly recommended.

CTS 2302C - Windows Active Directory

This course focuses on a Windows server directory service environment, including forest and domain structure, DNS, site topology and replication, organizational unit structure and delegation of administration, Group Policy, and user/group/computer account strategies. Recommended level of knowledge: A+, Network +, Security +. This course prepares the student for the MCTS exam, a core requirement for Windows MCITP.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
CTS 1156C is required. Knowledge of basic computer and keyboarding skills are strongly recommended.

CTS 2314C - Network Defense and Countermeasures

This course will explore concepts of network defense and countermeasures as well as hardware and software required to design, configure and implement secure networks. Security topics covered in this course include firewalls, Intrusion Detection Systems (IDS), Virtual Private Networks (VPN) and policy creation using the Windows Operating System (OS), Transmission Control Protocol/Internet Protocol (TCP/IP) packet and signature analysis. The student will get hands-on instruction installing the network defense mechanisms and countermeasure applications. Software will be used for collecting, monitoring and auditing various activities; students will analyze threats and intrusions.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
CET 2660 minimum C

CTS 2390C - Installing and Configuring Windows Server

This course is the first of a series of three courses which provide the skills and knowledge necessary to implement a core Windows Server infrastructure in an existing enterprise environment. The three courses in total collectively cover implementing, managing, maintaining, and provisioning services and infrastructure in a Windows Server environment. While there is some cross-over in skill set and tasks across the courses, this course primarily covers the initial implementation and configuration of those core services, such as Active Directory Domain Services, networking services, and initial Hyper-V configuration and is also preparation material for.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

ISM 3220 - Network Technologies for Information Professionals

This course is designed to give the student an understanding of the various networking technologies and their practical application in the management of a business. The course also covers the technical issues involved in designing and implementing an efficient network for voice, data, and information networks. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Upper division standing and at least two information technology or computer science courses at a college or university level.

ISM 3232 - Software Essentials

This course covers a broad range of software topics as they apply to software management and systems analysis and design. Topics include, but are not limited to programming, the systems development life cycle (SDLC), systems management, interface design and Internet technology. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Upper division standing and at least two information technology or computer science courses at a college or university level. Knowledge of basic computer and keyboarding skills are strongly recommended.

Corrections CJK 0340 - Corrections CCP Physical Fitness

This course is a component of the Law Enforcement Florida CMS and Correctional Officer Basic Recruit Academies. It is designed to encourage students to improve their overall physical fitness, improve their score on the final fitness evaluation, and adopt a foundation for lifelong fitness. This course is open only to students admitted to the Law Enforcement Florida CMS Basic Recruit Academy or Correctional Officer Basic Recruit Academy.

Credit Hour(s): 30 Clock Hours/1.00 Vocational Credit When Offered: (Offered as needed) Note:
*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

Criminal Justice CCJ 1020 - Introduction to Criminal Justice

An introduction to the philosophical and historical background of law enforcement and the administration of criminal justice. Organization and jurisdiction of local, state, and federal law enforcement agencies, court and criminal procedures, career opportunities in the Criminal Justice field are also covered.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

CJC 2000 - Introduction to Corrections

Theories of punishment and incarceration; the organization of correction programs and institutions, principles of probation and

parole, role of parole and probation officers, legal implications; and problems of rehabilitation are covered. This course may be used in transfer to UWF and may be accepted at other upper division schools. Students should consult the department for program planning.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

CJE 2600 - Criminal Investigations

Fundamentals of investigation; duties and responsibilities of the detective; interrogation techniques; search and techniques of protecting the crime scene; collection and preservation of evidence; modus operandi systems; scientific aids and other sources of information; court preparation and case follow-up.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

CJE 2709 - Evidence-Based Policing

This course presents the theoretical and practical foundations of evidence-based policing, ways to implement this practice, and develops the skills needed to evaluate policing strategy.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

CJJ 1002 - Juvenile Delinquency

A study of the nature and cause of juvenile delinquency, the development of the delinquent and criminal behavior, specific criminal justice subsystem (law enforcement, judicial, corrections) problems dealing with juvenile delinquents from initial contact through final disposition and treatment. This course may be used in transfer to UWF and may be accepted at other upper division schools. Students should consult the department for program planning.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

CJK 0002 - Introduction to Law Enforcement

This course is a component of the Florida Law Enforcement Academy. It is designed to introduce the student to law enforcement, the process for becoming a certified law enforcement officer, and the requirements of the academy program. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 12 Clock Hours/0.40 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0016 - Communication

This course is a component of the Florida Law Enforcement Academy. It is designed to enhance student awareness and understanding of communication and to teach students skills to enable them to effectively interact with people of diverse backgrounds. This course includes classroom instruction and scenario-based training exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 24 Clock Hours/0.80 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0018 - Legal

This course is a component of the Florida Law Enforcement Academy. It is designed to introduce the student to the criminal justice system, Constitutional Law and Florida Statutes. This course includes classroom instruction and scenario-based training exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 64 Clock Hours/2.13 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0019 - Interviewing and Report Writing

This course is a component of the Florida Law Enforcement Academy. It is designed to help the student learn vital communication skills including interviewing, note taking, statement taking, and report writing. This course includes classroom instruction and scenario-based training exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 56 Clock Hours/1.87 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0020 - Law Enforcement Vehicle Operations

This course is a component of the Florida Law Enforcement Academy. This course is designed to prepare prospective police officers to apply vehicle operations knowledge, principles and techniques to the police driving environment. This course includes classroom instruction and practical application on the driving range. This course is only open to students admitted to the Florida Law Enforcement. Academy.

Credit Hour(s): 48 Clock Hours/1.60 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0021 - Serving Your Community

This course is a component of the Florida Law Enforcement Academy. It is designed to train students to respond to the needs of the community and people in distress. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 34 Clock Hours/1.30 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0031 - First Aid for Criminal Justice Officers

This course is a component of the Law Enforcement and Correctional Officer Academy. This course is designed to prepare prospective police officers to apply first responder knowledge and techniques to medical emergency situations. This course includes classroom instruction and hands-on practical demonstration. This course is open only to students admitted to the Law Enforcement or the Correctional Officer Academy.

Credit Hour(s): 48 Clock Hours/1.60 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0040 - Criminal Justice Firearms

This course is a component of the Florida Law Enforcement or Correctional Officer Academy. This course is designed to give the student basic skills and knowledge needed to safety operate a firearm, and shoot a handgun, and shotgun and/or rifle with a prescribed degree of accuracy. This course includes classroom instruction and firing range practice/qualification. This course is open only to students admitted to the Florida Law Enforcement or Correctional Officer Academy.

Credit Hour(s): 80 Clock Hours/2.67 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0051 - Criminal Justice Defensive Tactics

This course is a component of the Florida Law Enforcement or Correctional Officer Academy. It is designed to prepare prospective officers to control subjects and defend themselves using appropriate defensive tactics in accordance with Florida State Statue, the United States Constitution, and case law. This course includes classroom instruction and practical physical exercises and demonstrations. This course is open only to students admitted to the Florida Law Enforcement or Correctional Officer Academy.

Credit Hour(s): 80 Clock Hours/2.67 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0063 - Fundamentals of Patrol

This course is a component of the Florida Law Enforcement Academy. It is designed to enable students to understand Community Oriented Policing and how it is implemented as a problem solving model, identify the SECURE problem solving model its application in real life situations; understand officer safety issues, identify and avoid fatal errors, identify and manage stress, maintain mental and physical fitness; respond to a call, approach a suspect, make an arrest, transport a prisoner and process the prisoner at a detention facility. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 40 Clock Hours/1.33 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0072 - Crimes Against Persons

This course is a component of the Florida Law Enforcement Academy. It is designed to prepare the student to respond appropriately to a crime against a person; conduct a preliminary investigation on crimes against persons; and, give testimony in court proceedings. It includes classroom instruction and practical exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 48 Clock Hours/1.60 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0073 - Crimes Involving Property and Society

This course is a component of the Florida Law Enforcement Academy. It is designed to prepare the student to respond appropriately to crimes against property; conduct a preliminary investigation on crimes against persons; and, give testimony in court proceedings. It includes classroom instruction and practical exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 12 Clock Hours/0.40 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0079 - Crime Scene Follow-Up Investigations

This course is a component of the Florida Law Enforcement Academy. It is designed to prepare the student to respond to a crime scene, protect and survey a crime scene, process a crime scene, dust for latent prints, and document a crime scene by sketching, and conduct follow up investigations. This course includes classroom instruction and scenario-based training exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 34 Clock Hours/1.13 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and

Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0093 - Critical Incidents

This course is a component of the Florida Law Enforcement Academy. It is designed to enable students to identify the crowd control procedures to safely and effectively disperse or control a large group of people; understand local emergency response plans; respond to a bomb threat, assesses the scene, search and evacuate a building or suspected bomb sight, identify Weapons of Mass Destruction and properly respond to a WMD incident. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 44 Clock Hours/1.47 Vocational Credits When Offered: (Offered as needed) Note:

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CJK 0096A - Criminal Justice Physical Fitness I

This course is a component of the Law Enforcement Florida CMS and Correctional Officer Basic Recruit Academies. It is designed to encourage students to improve their overall physical fitness, improve their score on the final fitness evaluation, and adopt a foundation for lifelong fitness. This course is open only to students admitted to the Law Enforcement Florida CMS Basic Recruit Academy.

Credit Hour(s): 31 Clock Hours/1.00 Vocational Credit When Offered: (Fall, Spring, Summer) Note:

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CJK 0096B - Criminal Justice Physical Fitness II

This course is a component of the Law Enforcement Florida CMS and Correctional Officer Basic Recruit Academies. It is designed to encourage students to improve their overall physical fitness, improve their score on the final fitness evaluation, and adopt a foundation for lifelong fitness. This course is open only to students admitted to the Law Enforcement Florida CMS Basic Recruit Academy.

Credit Hour(s): 32 Clock Hours/1.00 Vocational Credit When Offered: (Fall, Spring, Summer) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0300 - Introduction to Corrections

This course introduces students to the legal and ethical responsibilities of a correctional officer. Legal terms and definitions are explained. This course is open only to students admitted to the Correctional Officer Basic Recruit Academy.

Credit Hour(s): 33 Clock Hours/1.10 Vocational Credits When Offered: (Offered as needed) Note:

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CJK 0305 - CJSTC Communications

This course covers the entire report writing process. Topics include interview and interrogation, interpersonal communication, and practical exercises. This course is open only to students admitted to the Correctional Officer Basic Recruit Academy.

Credit Hour(s): 42 Clock Hours/1.40 Vocational Credits When Offered: (Offered as needed) Note:

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Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0310 - Officer Safety

Correctional officer safety procedures are learned. Students will learn to identify potential hazards and learn how to safely respond. This course is open only to students admitted to the Correctional Officer Basic Recruit Academy.

Credit Hour(s): 12 Clock Hours/0.40 Vocational Credits When Offered: (Offered as needed) Note:

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CJK 0315 - Facility and Equipment

Students learn the appropriate procedures for inspecting a correctional facility and equipment. This course is open only to students admitted to the Correctional Officer Basic Recruit Academy.

Credit Hour(s): 12 Clock Hours/0.40 Vocational Credit When Offered: (Offered as needed) Note:

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CJK 0320 - Intake and Release

Students learn the appropriate procedures for admitting and releasing inmates in a correctional facility. This course is open only to students admitted to the Correctional Officer Basic Recruit Academy.

Credit Hour(s): 18 Clock Hours 0.60 Vocational Credit When Offered: (Offered as needed) Note:

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CJK 0325 - Supervising in a Correctional Facility

Students learn the appropriate procedures for supervising inmates in a correctional facility. They also learn to detect crimes and rule violations in various correctional facility settings. This course is open only to students admitted to the Correctional Officer Basic Recruit Academy.

Credit Hour(s): 42 Clock Hours/1.40 Vocational Credit When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0330 - Supervising Special Populations

Students learn how to identify and supervise special population groups, such as threat groups, juveniles, elderly, and mentally ill inmates. This course is open only to students admitted to the Correctional Officer Basic Recruit Academy.

Credit Hour(s): 21 Clock Hours/0.70 Vocational Credit When Offered: (Offered as needed) Note:

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CJK 0335 - Responding to Incidents and Emergencies

Students learn how to identify and respond to situations involving escapes, riots, bomb threats, fires, and medical emergencies in a correctional facility. This course is open only to students admitted to the Correctional Officer Basic Recruit Academy.

Credit Hour(s): 18 Clock Hours/0.60 Vocational Credit When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0400 - Traffic Incidents

This course is a component of the Florida Law Enforcement Academy. It introduces the student to traffic incidents, laws pertaining to traffic parking, towing and impoundment of vehicles, and methods of directing traffic. It includes classroom instruction and practical exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 12 Clock Hours/0.40 Vocational Credit When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0401 - Traffic Stops

This course is a component of the Florida Law Enforcement Academy. It introduces the student to the basic rules for conducting safe and effective traffic stops, including ethical consideration, safety considerations, citation and warning procedures. It includes classroom instruction and practical proficiency exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 24 Clock Hours/0.80 Vocational Credit When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0402 - Traffic Crash Investigations

This course is a component of the Florida Law Enforcement Academy. It introduces the student to traffic crash investigations, laws pertaining to traffic crashes and procedures for responding to a traffic crash. It includes classroom instruction and practical exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 30 Clock Hours/1.00 Vocational Credit When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0403 - DUI Traffic Stops

This course is a component of the Florida Law Enforcement Academy. It introduces the student to the basic rules for conducting safe and effective DUI stops, including identifying a driver under the influence of alcohol or drugs, conducting field sobriety tests, and completing a DUI investigation. It includes classroom instruction and practical proficiency exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 24 Clock Hours/0.80 Vocational Credit When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0421 - Conducted Electrical Weapon/Dart-Firing Stun Gun

This course is a component of the Law Enforcement Florida CMS and Correctional Officer Basic Recruit Academies. It is designed to prepare students in the proper use of the Dart Firing Stun in accordance with the Florida State Statutes, the United States Constitution, and case law. It includes classroom instruction and practical physical exercises and demonstrations. This course is

open only to students admitted to the Law Enforcement Florida CMS Basic Recruit Academy or Correctional Officer Basic Recruit Academy.

Credit Hour(s): 8 Clock Hours/0.26 Vocational Credit When Offered: (Offered as needed) Note:

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CJL 2500 - Courts and the Judicial Process

This course is designed to teach the student the major structures and basic legal concepts of the American criminal court system. The students shall learn the components, personnel, and inherent social issues in our present criminal court system.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

Dance DAA 1104 - Modern Dance I

This dance class is designed to affect an understanding of the art of the modern dance. It includes a brief history of the dance; instruction and practice in basic dance techniques, improvisation, and dance forms. Performance, research and individual projects comprise the remaining class time. This course maybe taken 4 times for credit.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Note:

This course may be taken up to four times for credit.

DAA 1204 - Ballet I

A beginning dance course designed to serve as an introduction to the tradition and discipline of the art of the classical ballet. Physical development of the body as an expressive instrument for ballet movement will be stressed as strength, flexibility, balance, agility, alignment, turn-out, control, elevation and sensitivity to line are studied. Performance, research and individual projects comprise the remaining class time.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Note:

This course may be taken up to four times for credit.

DAA 1504 - Jazz Dance I

The course includes a brief history of the jazz dance and instruction and practice in jazz dance techniques exploring popular dance idioms. Performance, research and individual projects comprise the remaining class time. This course may be taken 4 times for credit.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Note:

This course may be taken up to four times for credit.

DAA 1520 - Tap I

This course includes instruction in tap dance technique and the introduction of time steps commonly used in musical theater auditions.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Note:

This course may be taken up to four times for credit.

DAA 1521 - Tap II

The Tap II dance class includes a more in-depth history of tap dance, instruction and practice utilizing tap and exploring its various styles.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):

DAA 1520 .

Note:

This course may be taken up to four times for credit.

DAA 1580 - Musical Theater Dance I

This beginning course covers the study of musical theater dance techniques and styles as related to a specific performance experience, usually Creative Dramatics. Students must participate in designated rehearsals and performances.

Credit Hour(s): 1 Credit Hour When Offered: (Summer) Prerequisite(s):

level of competency determined by audition.

Note:

This course may be taken up to four times for credit.

DAA 1681 - Dance Ensemble

The student shall participate in the preparation and performance of original dance compositions to include Dance Line and Show Choir performances.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):

level of competency determined by audition.

Note:

This course may be taken up to four times for credit.

DAA 1934C - Dance--Special Topics

A defined special topics which is pursued under supervision of a faculty member and recorded through usual departmental procedures. Designed to permit a Collegiate High School student to pursue a course of study in applied dance. This course may be taken up to four (4) times for credit.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

DAA 2105 - Modern Dance II

This dance class is designed to further the student's understanding of the art of the modern dance. It includes continued study in history of the dance; instruction and practice in intermediate level dance techniques, improvisation, and dance forms. Performance, research and individual projects comprise the remaining class time. This course may be taken 4 times for credit.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):

DAA 1104 - Modern Dance I With a minimum grade of D

Note:

This course may be taken up to four times for credit.

DAA 2205 - Ballet II

This dance course is designed to serve as an further training in the tradition and discipline of the art of the classical ballet. Physical development of the body as an expressive instrument for ballet movement will be stressed as strength, flexibility, balance, agility, alignment, turn-out, control, elevation and sensitivity to line are studied. Performance, research and individual projects comprise the remaining class time. This course may be taken 4 times for credit.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):

DAA 1204 - Ballet I With a minimum grade of D

Note:

This course may be taken up to four times for credit.

DAA 2581 - Musical Theater Dance II

The continued study of Musical Theater dance techniques and styles as related to a specific performance experience, usually Summer Ensemble Workshop. Students must participate in rehearsals and performances.

Credit Hour(s): 1 Credit Hour When Offered: (Summer) Prerequisite(s):

level of competency determined by audition.

Note:

This course may be taken up to four times for credit.

DAA 2930 - Dance – Special Topics

This is a defined special topics course pursued under the supervision of a faculty member and recorded through usual departmental procedures. It is designed to permit a student to pursue non-scheduled academic and laboratory work that may be of a specialized nature and not available through the college schedule.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Note:

This course may be taken up to four times for credit.

DAN 1750 - Dance Conditioning

Dance Conditioning is an excellent course in which to begin your dance training. It is designed to improve fundamentals for the beginning/intermediate student through daily practice in floor work, yoga, and Pilates exercises. This movement class will get you ready to meet the challenges of other dance classes by toning, strengthening and preparing the body to move.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Note:

This course may be taken up to four times for credit.

DAN 2120 - Dance Appreciation

This course is a study of the development of dance as an art form, as entertainment, and how it relates to the history of cultures and societies, emphasizing the evolution of dance in the specific genres such as ballet, modern dance, jazz dance, and world dance forms. Designed to heighten student awareness of dance as an integral part of society and establish an appreciation of dance's impact on the making of art. This course will give the student a foundation level understanding of dance as an art form and its historical and cultural significance. The major periods of dance history, master choreographers, and their works will be explored through lecture, discussion and media presentation. DAN 2120 is not an activity course.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

Domestic Security DSC 1002 - Domestic and International Terrorism

This course is designed to assist students in recognizing and understanding the elements and objectives of terrorism and 4th Generation Warfare and how they affect public safety planning and response operations.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

DSC 1004 - Introduction to NRF and NIMS

Designed to inform emergency responders and planners of the key elements in the National Response Framework (NRF) and the National Incident Management System (NIMS) and their relationship to planning and response operations. The curriculum includes classroom exercises.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

DSC 1222 - Psychological Management of Disaster Victims

This course introduces students to a general overview of terrorism and the potential psychological effect of terrorist events on victims.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

DSC 1552 - Critical Infrastructure Protection

This course introduces participants to the Critical Infrastructure Protection (CIP) process to secure the effective protection of the people, physical entities, and cyber systems that are critical. The CIP course will guide leaders in the systematic protection of critical infrastructures. More basically, the course will introduce decision sequence that assists leaders and future leaders in ultimately determining exactly what really needs protection as well as when. The course will introduce a time-efficient and resource-restrained practice that ensures the protection of only those infrastructures upon which survivability, continuity of operations, and mission success depend.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

DSC 1562 - Homeland Security Threat Strategy

This course addresses problems of terrorism from a criminal justice perspective. It is designed to provide students with an understanding of the major issues associated with responding to terrorism in a democratic society. The course focuses on the threat of terrorism to the United States and will review specific strategies to deter terrorist threats to the U.S. The course will assess the relative effectiveness of anti-terrorist activities.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

DSC 1631 - Planning Considerations for Terror Prevention

This course introduces participants to various aspects of planning for potential terrorist activity. The student will be introduced to basic principles of emergency management, communications, security threats, and the effects these operations may have on personnel. The student will learn techniques for evaluating their own jurisdiction's vulnerability against terrorist attacks. Students will gain knowledge of the roles and responsibilities of local agencies during terrorism responses. The course introduces participants to various aspects of emergency management of terrorist activity.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

DSC 1751 - Homeland Security Policy and Law

This course introduces participants to the major debates about balancing democratic freedoms with security from the Patriot Act to Supreme Court decisions on detention powers. The course provides insight into legal strategies necessary to confront ongoing national security threats. The course examines laws designed to preserve both our security and our democratic way of life.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

DSC 2055 - Issues in Disaster Response

This course serves as an introduction to disaster response and mitigation for the first responder. Students will be introduced to

legislation that has had a major impact on disaster and incident response, the role of local, tribal, state and federal government response to incident and disaster declarations and a brief introduction to the National Incident Management System, National Response Plan and the Incident Management System.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed)

DSC 2056 - Disaster Response Operations

This course examines the response protocol, logistics, responsibilities, interagency support, and concepts of front end planning involved in preparation for a catastrophic event. Students will be introduced to the development of an emergency response plan that will include concepts such as lookout, awareness, communications, escape, safety (laces), training, and various agency relationships.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

Drafting and Design ETD 1320C - AutoCAD I

A basic course on the use of AutoCAD Software to include: introduction to AutoCAD, drawing commands, display and inquiry commands, modify commands, dimensioning and annotation, data exchange and output files.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

ETD 1340C - AutoCAD II

The second course in a series designed to develop skill and proficiency in the use of AutoCAD software to include: additional drawing commands, editing commands, modify commands, advanced display and inquiry commands, advanced dimensioning and annotation, advanced layering, block, attributes and X-Ref, paper space, UCS, data exchange and output files.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

ETD 1320C or equivalent.

ETD 1355C - AutoCAD 3-D Modeling I

A basic course in mechanical design using basic computer geometry techniques. Topics will include: orthographic projections, space relationships of points, lines, planes and revolution of objects. Additional coverage will include principles of surface generation, intersections, wire modeling, and solid modeling techniques.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

ETD 1340C or equivalent.

ETD 2150 - Industrial Print Reading

The beginning level aspects of reading industrial prints such as drawing notes, title blocks, revision blocks, legends, schedules, multiviews, and parts list.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

ETD 2350C - AutoCAD III

An advanced course designed to help students develop proficiency in the area of computer aided drafting and systems drafting. Topics covered include: transfer drawings, digitized drawings, explanatory drawings, multiview projections, exploded assemblies, pictorial drawings, auxiliary views, sections, details, geometric dimensioning and tolerancing, and CADD concepts.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

ETD 1340C .

ETD 2357C - Inventor I

A basic course in Parametric Solid Design using AutoDesk Inventor Software. Topics include: basic concepts of parametric part sketching 3D part creation, Revolve, Sweep and Lofted features, shell and coil, surface creation, sheet metal and orthographic drawing production.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

ETD 2358C - Inventor II

The second course in a series designed to develop skill and proficiency in Parametric Solid Design, using Inventor Software. Topics include: sheet metal modeling, assembly concepts, assembly modeling approach and tools, advanced constraints, motion simulation, adaptive technology and drawing presentation.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

ETD 2357C .

ETD 2364C - SolidWorks I

A basic course in Parametric Solid Design using SolidWorks Software. Topics include: basic concepts of parametric part sketching

3D part creation, Revolve, Sweep and Lofted features, shell and coil, surface creation, sheet metal and orthographic drawing production.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

ETD 2368C - SolidWorks II

The second course in a series designed to develop skill and proficiency in Parametric Solid Design, using SolidWorks Software. Topics include: sheet metal modeling, assembly concepts, assembly modeling approach and tools, advanced constraints, motion simulation, adaptive technology and drawing presentation.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ETD 2364C or higher or equivalent.

Early Childhood Education DEP 2100 - Child Growth and Development

This course covers the growth and development of the child from conception through age five, including the physical, social, emotional and mental development of the young child, influence of environment, and principles and theories of development.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1001 - Introduction to Early Childhood Education

Study of principles and practices of programs for young children; current research in early childhood education, role of the teacher, and selection and use of equipment and materials for groups of young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1002 - Early Childhood Program Administration

This course provides the student with management and administrative skills related to child care services. Instruction includes: director responsibilities; staff selection, supervision, and evaluation; planning for budget, nutritional services, facility maintenance, health, and safety; and marketing techniques.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1201 - Infants and Toddlers

This course provides the student with information pertinent to the care of infants and toddlers. Special attention is given to selection of developmentally appropriate curriculum. Course work satisfies the Child Development Associate competency standards for Infant/Toddler.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1309 - Early Childhood Education Foundations

Study of the techniques of using language arts, science, art, social studies, music, mathematics, and physical activities with young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Summer, Spring)

EEC 1401 - The Family In Early Childhood Education

This course is comprehensive in scope, emphasizing skills and concepts of parenting which include: adjustment to parental roles; parent-child communication, care, growth, and development of children; cultivating strong families; special concerns; alternative family structures; educational institutions working effectively with parents; and agencies and legislation affecting children and parents.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1601 - Assessment in Early Childhood Education

Designed to increase objectivity and proficiency in observing and interpreting children's behavior in addition to increase awareness of normative patterns of children from birth through five years of age. Current background check (fingerprinting) as required by the Early Childhood program in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

EEC 1750 - Guidance for Young Children

A study of principles, methods, guidance and discipline techniques used to promote positive social development in young children; influence of environment and developmental level of child on social behavior.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring Summer)

EEC 1949 - Internship, Early Childhood Education

On-the-job training (OJT) in the Associate in Science degree program in which the student is enrolled. The student is under the supervision, at work, of a qualified supervisor appointed by the respective agency, who works with the NWFSC instructor regarding

student's OJT objectives based on student's goals and prior training. The supervisor will rate the student's performance, knowledge, comprehension, dependability, initiative, cooperativeness based on OJT performance. NWFSC instructor will evaluate student OJT experience in consultation with agency supervisor regarding OJT performance and project paper on approved project submitted two weeks prior to close of semester. This course may be repeated four times for a total of 12 semester hours. Current background check (fingerprinting) as required by the Early Childhood program in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prereq/Corequisites:

EEC 1309 or EEC 1201 .

EEC 2220 - Language and Literacy Instruction In Early Childhood Education

Study of the principles, methods, and materials used to assist young children acquire basic skills to use language effectively and competently; evaluation and development of appropriate teaching materials to use with young children.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

EEC 1309

EEC 2222 - Math and Science Instruction In Early Childhood Education

Study of the basic concepts, methods, and materials of mathematics and science appropriate to the education of young children. Identification of the role of staff members in the center for the education of young children. Assignment with young children in community agencies.

Credit Hour(s): 3 Credit Hours When Offered: (Spring and as needed) Prerequisite(s):

EEC 1309 .

EEC 2732 - Child Nutrition, Health and Safety

Methods of meeting physical needs of young children through nutrition and good health practices. Recognition of childhood diseases and care of the handicapped child.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 3213 - Teaching the Language Arts In Early Childhood Education

The focus of this course will be on the development of language and literacy in children ages birth to four years old. Emphasis will be placed on understanding the process of emergent literacy including vocabulary and language, phonological awareness, print knowledge and comprehension; and on designing a developmentally appropriate language arts program in relation to the early learning and developmental standards. This course will require observing and participating in an early childhood classroom.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prereq/Corequisites:

EEC 1001

EEC 3227 - Art, Music, and Movement

The focus of this course will be on developing an understanding of the creative developmental process in the life of children from birth through four years old. Emphasis will be placed on the teacher's role in developing opportunities and materials for young children to express themselves creatively through music, drama, dance and two- and three-dimensional art and on providing varied opportunities for young children to gain an appreciation of art, music, drama, and dance in ways that reflect cultural diversity in relation to the early learning and developmental standards. This course will require observing and participating in an early childhood classroom.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prereq/Corequisites:

EEC 1001

EEC 3320 - Principles and Methods for Teaching Early Childhood Social Studies

This course is designed to prepare students to teach social studies In the early childhood classroom. Emphasis is on implementing the project approach to investigate components of social studies to include: individual development and identity; people, places, and environments, technology and our world; and civic ideals and practices. The student will increase and apply knowledge and skills in the Florida Early Learning and Developmental Standards relevant to this content area.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

EEC 3511 - Curriculum for Infants and Toddlers

The focus of this course will be on the design, implementation and evaluation of programming and curriculum that promotes growth and development of young children birth to three years old and aligns with the early learning and developmental standards. Study of typical and atypical development will be included. Emphasis will be on working effectively with families of infants and toddlers.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

EEC 3524 - Professionalism/Program Development

Focus of this course will be on management and leadership in early childhood education programs. Topics will include mentoring adults, professional development, staff assessment, program evaluation, and child advocacy. Career options in the field of early childhood education will be explored. This course will require observing and participating in a program or agency related to early childhood education.

Credit Hour(s): 4 Credit Hours When Offered: (Offered as needed)

EEC 4404 - Families and Diversity

This course will focus on building positive relationships with families through communication and involvement. Focus will include developing an awareness of diversity and multicultural considerations in working with families of young children. The course will explore the role of the family and the influence of the community on the development of young children in a diverse society; and will prepare the student to work effectively with families and communities.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

EEC 4421 - Teaching Math and Science in Early Childhood Education

The focus of this course will be on developing an understanding of how concepts, skills and attitudes in early childhood mathematics and science are developed in young children ages birth through age four. Math topics will include number sense and operations, patterns, geometry, and measurement. Science topics will include scientific inquiry, physical science, life science and earth science. Emphasis will be on the alignment of the Early Learning and Developmental Standards with a developmentally appropriate approach to teaching math and science in the early childhood classroom. This course will require observing and participating in an early childhood classroom.

Credit Hour(s): 4 Credit Hours When Offered: (Summer) Prereq/Corequisites:

EEC 1001

EEC 4613 - Systematic Observation and Assessment

The focus of this course will be on understanding the purpose of child assessment, implementing developmentally appropriate practices in formal and informal child assessment, and using assessment results to support learning, to identify special needs, to evaluate programs, and to respond to program accountability requirements. A field experience is required to practice various methods of assessment in an early childhood setting.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

EEC 4714 - Facilitating Social Development In The Classroom

The focus of this course is on implementing effective classroom management practices including establishing an appropriate physical environment, setting up appropriate classroom routines and rules and creating a positive classroom community. Emphasis will be on strategies for guiding children's behavior, teaching social problem-solving skills and responding appropriately to challenging behaviors.

Credit Hour(s): 3 Credit Hours When Offered: (Spring, as needed) Prerequisite(s):

Upper Division Standing

EEC 4940 - Internship

Supervised teaching in an assigned Early Childhood Education setting. Student teaching assignments will be made by the Department of Teacher Education Office. This course requires a minimum grade of "C". Current background check (fingerprinting) is required for this course.

Credit Hour(s): 9 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper Division standing with permission of Department Chair

EEX 4201 - Young Children with Special Needs

The focus of this course will be on working with young children birth through age four in an inclusive early childhood classroom. Emphasis will be on identifying typical and atypical development, creating an inclusive early childhood learning environment, understanding special education law, developing an awareness of resources for inclusive practice to meet the needs of young children and their families.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

Earth Science ESC 1000 - Earth Science

This course provides an introduction to materials, processes, and interactions of Earth's global environments – the lithosphere (solid earth), hydrosphere (water earth), atmosphere (gaseous earth), and biosphere (living earth). It also includes a survey of sciences pertaining to the Earth, including basic astronomy, meteorology, oceanography, and geology.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Economics ECO 2013 - Economics I

This course covers macroeconomics, its basic concepts and principles, national income accounting; fiscal and monetary policy and application, and growth economics. Basic math skills are required.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

ECO 2023 - Economics II

This course covers microeconomics, including economic structures, price theory, factor markets, and general equilibrium. It also includes the economics of information, externalities, and other current national and international issues.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ECO 2013 is required and knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: D

Education EDE 4223 - Integrating Art, Music, and Physical Education

This integrative course provides students with critical understanding of art, music, and physical education. Emphasis is placed on the effective integrative lesson planning and modeling techniques to art, music, and physical education in elementary schools. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

EDE 4226C - Integrated Language Arts, Social Science and Literature

This course is designed to prepare candidates to teach language arts and social science in elementary classrooms. Teacher candidates will develop units of study that integrate literature, language arts, with social science content. Emphasis is on constructivist principles and methodology. Teacher candidates will plan and deliver standards-based language arts and social science lessons designed to meet the needs of diverse learners including English language learners (ELLs) and students with exceptionalities. This course requires 18 hours of field experience in a K-6 classroom setting. Current background check (fingerprinting) acceptable to the district in which the field experience will take place is required for this course. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

EDE 4930C - Professional Elementary Educator

This course is designed to prepare the pre-service teacher to transition into the workplace. Includes resume writing, professional dress and demeanor, interview techniques, refining professional portfolio, class discussion of issues common to teacher interns, and review strategies for certification exams. This course requires a grade of "C" or better.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

EDF 1005 - Introduction to the Teaching Profession (Elementary Education)

A study of the history, philosophy, and social context of education. The course will help the student think critically about the process of education and their role as an educator.During an eighteen hour field experience, the student will observe and participate an elementary educational setting. An additional fingerprinting cost may be associated with this course. If used to meet state prerequisite requirements for entry intoaBachelor ofTeacher Education program, this course requires a minimum grade of "C."

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

ENC 1101 AND MAC 1105 – minimum grade of "C" for both courses

EDF 1005A - Introduction to the Teaching Profession (Early Childhood Education)

A study of the history, philosophy, and social context of education. The course will help the student think critically about the process of education and their role as an educator.During an eighteen hour field experience, the student will observe and participate in an early childhood educational setting. An additional fingerprinting cost may be associated with this course. If used to meet state prerequisite requirements for entry into the Bachelor of Early Childhood Education program, this course requires a minimum grade of "C."

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EDF 1006 - Field Experience in Education

This Educational Field Experience course allows students to work in an educational setting for a semester to meet requirements for admission to the BSE program. This course requires a minimum grade of "C". Current background check (fingerprints) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

permission of department chair.

EDF 3214 - Human Development and Learning

This course is designed to cover the principles of learning and student development with applications to learning/teaching situations. Identification and analysis of students' academic, physical, cognitive, emotional, motivational, and social development is to be emphasized. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

EDF 3430 - Measurement, Evaluation, and Assessment in Education

This course studies the basic principles and methods of measurement, evaluation, and methods of test construction. Students will interpret standardized test scores, construct teacher-made tests and other classroom assessments, and evaluate portfolio and performance assessment. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

EDF 3910P - Projects in Teacher Education – Field Placement

Directed study and individual projects designed to meet the needs of Teacher Education students completing field experience in the B.S.E. program. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 1-4 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

Upper division standing with permission of department Chair

EDG 3343 - Instructional Strategies

This course provides an overview of instructional models and strategies. Emphasis is placed on principles of state standards, instructional methods, and lesson planning and instruction. Students will develop knowledge of instructional models and lesson plan construction for effective implementation including the diverse student populations. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C

EDG 3410 - Classroom Management, School Safety, Law, and Ethics

Practicing teachers are provided strategies for managing a safe, stimulating learning environment for all learners. This course emphasizes school safety, law, and ethics as they apply to schools, districts, and the learning environment. The student will

increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better. This course is restricted to practicing teachers.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Online Only Prerequisite(s):

upper division standing.

EDG 3410C - Classroom Management, School Safety, Law, and Ethics

Pre-service teachers are provided strategies for managing a safe, stimulating learning environment for all learners. This course emphasizes school safety, law, and ethics as they apply to schools, districts, and the learning environment. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a minimum grade of "C". Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

EDG 4940 - Internship

Supervised teaching in a public or private school. Student teaching assignments will be made by the department of teacher education field placement coordinator. This course requires a minimum grade of "C". Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 9 Credit Hours When Offered: (Fall) Prerequisite(s):

upper division standing with permission of department chair.
EDE 4223 OR EME 3410 , AND EDE 4226C , EDF 3214 , EDF 3430 , EDG 3410C , EDG 3343 , EEX 3070 , LAE 4343C , MAE 3350C , RED 3309C , RED 3511C , RED 4312 , RED 4519C , SCE 3350C , TSL 3081C , TSL 4140C

EEX 2010 - Introduction to Exceptional Children

Study of incidence, nature, etiology, law and services available in connection with learners with disabilities such as: intellectual and developmental disabilities, learning disabilities, attention deficit hyperactive disorder, emotional or behavioral disorder, autism spectrum disorder, communication disorders, deaf or hard of hearing, blind, physical disabilities, other health impairments, and gifted and talented.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

EEX 3070 - Methods of Inclusion and Collaboration

This course examines the basic identification techniques and strategies used to promote academic and social integration and interaction of "mainstreamed" exceptional students. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

EME 2040 - Introduction to Technology for Educators

This course will develop competencies necessary to integrate technology into classroom instruction. Students will survey a variety of instructional technology materials, software, and systems, as well as learn to use these in the classroom environment. This course requires a minimum grade of "C" if used to meet state prerequisite requirements for entry into a Bachelor of Teacher Education program.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring Summer)

EME 3410 - Integrating Technology in the Classroom

In this course, students will learn specific methods to design a technology-rich classroom for the 21st Century Learner. Students will explore models of technology integration, within math and science curricula, apps for classroom management, and technology tools for assistive/differentiated instruction. Students will learn how to perform administrative tasks more efficiently using cloud/web-based apps. Students will create technology-based products for the classroom utilizing learning management systems and applications. Individualization will allow each student to select and develop materials in their disciplines. The course requires a minimum grade of a "C."."

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3343 and EDG 3410C

EVR 3949 - Extended Internship, Environmental Science

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired in the program of study. The student will work with a qualified work site supervisor on approved projects related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a unique set of objectives and assessments.

Credit Hour(s): 4 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

Minimum Grade of "B" in any college-level science course and permission of instructor.

LAE 4343C - Writing Across the Curriculum

This course prepares pre-service teachers by developing an understanding of the foundations of writing through the use of writers workshops and instructional strategies necessary to provide adequate instruction to emergent, novice, and transitional writers. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

MAE 3350C - Principles and Methods for Teaching Mathematics K-6

In this course, students will apply knowledge of teaching strategies, methods and materials for teaching mathematics in grades K-6. This course requires a minimum grade of "C". Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

RED 3309C - Early and Emergent Literacy K-2

This course is designed to increase the understanding of early literacy development and the conditions which promote total literacy from birth through lower elementary grades. Language theory and current research are used to shape informed practices regarding literacy development. Connections are made among all aspects of literacy learning: reading, writing, listening, speaking and attitude development. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

RED 3511 - Intermediate Literacy 3-6: Reading and Thinking

This course combines the theory and practice in the teaching of reading/ literacy in the elementary intermediate grades. Procedures for meeting individual differences, differentiated instruction, selected use of materials, and classroom organizations will be examined. This course requires a minimum grade of "C" or better and is restricted to practicing teachers.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

RED 3309C and upper division standing

Prereq/Corequisites:

EDG 3410C , EDG 3343

RED 3511C - Intermediate Literacy 3-6: Reading and Thinking

This course combines the theory and practice in the teaching of reading/literacy in the elementary intermediate grades. Procedures for meeting individual differences, differentiated instruction, selected use of materials, and classroom organizations will be

examined. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

RED 3309C and upperdivision standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

RED 4312 - Integration of Assessment into Classroom Reading

This course introduces formal and informal methods and materials used to identify reading strengths and weaknesses of students. Emphasis is placed on integrating assessments into the curriculum to strengthen instructional strategies and student success. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

RED 3309C , RED 3511C and upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

RED 4519C - Diagnostic and Instructional Interventions in Reading

This course introduces formal and informal methods and materials used to identify reading strengths and weaknesses of students. Emphasis is placed on diagnosis of reading problems, administration of assessments, evaluation of results and planning instructional interventions to remediate reading difficulties. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

RED 3309C , RED 3511C and upperdivision standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

RED 4854C - Reading Field Experience

This course provides application of knowledge of reading development to reading instruction. Emphasis is placed on increased reading proficiency for struggling students, including students with disabilities and students from diverse populations. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 2 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

RED 3309C , RED 3511C , RED 4312 , RED 4519C , upper division standing with permission of department chair

SCE 3350C - Principles and Methods for Teaching Science K-6

This course provides techniques, methods and materials of instruction for teaching science in grades K-6. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

TSL 3081C - TESOL Issues and Practice

This course is designed to integrate the theories and principles of the Teaching of English to Speakers of Other Languages and applying them to classroom instruction. ESOL methodology and curriculum will be emphasized as they relate to current best practice in ESOL instruction. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

TSL 4140C - ESOL Methods, Curriculum and Assessment

This course is designed to build on the candidate's knowledge of applied linguistics and cross cultural communication. Candidates will extend their understanding of the role of language and culture in the classroom. This course will prepare candidates for effective planning, instruction, and assessment of ELLs in the classroom. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

TSL 3081C and upper division standing

Prereq/Corequisites:

EDG 3410C and EDG 3343

Electronics EET 1015C - Electricity/Electronics I, DC Circuits

This course introduces the theories, concepts, and relationships of voltage, current, and power in DC series, parallel, and series/parallel circuits containing common circuit elements with single and multiple sources. Students are introduced to Ohm's Law, Kirchoff's voltage and current Laws, Thevenin, Norton's, super-position, and maximum transfer of power theorems and their uses in DC circuit analysis. Students will learn how to use a digital multimeter to troubleshoot and analyze DC circuits.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

EET 1025C - Electricity/Electronics II, AC Circuits

This course introduces the theories, concepts, and relationships of voltage, current, and power in AC series, parallel, and series/parallel circuits containing common circuit elements with single and 3-phase sources. Students will apply Ohm's Law, Kirchoff's voltage and current Laws, Thieving's, Norton's, super-position, and maximum transfer of power theorems and their uses in AC circuit analysis. Included will be the use of a multimeter and oscilloscope for experimentation with and troubleshooting AC circuits.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prereq/Corequisites:

ETM 1005C and EET 1015C

EET 1141C - Solid State Electronics

This is the third course required for Electronics Aide certificate. This course introduces the student to the concept, components, and uses of solid state electronics. Topics include semiconductor devices; thyristors and diodes, transistors, amplifiers, power supplies, oscillators, and optoelectronics. The use of capacitors and inductors in solid state electronics will be also covered. The design, set-up, and troubleshooting solid state circuits and devices using various power supplies and function generators will be dispersed throughout the class.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

EET 1025C

EET 1180C - Industrial Electronic Troubleshooting

This course covers troubleshooting procedure for a variety of electronic equipment and circuits common to industrial applications. The student will develop and implement trouble shooting protocols and plans, equipment monitoring plans, a preventive maintenance plan, and select appropriate test and monitoring equipment. Safety in an industrial setting will be stressed and reinforced through a series of lab exercises throughout the course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

EET 2155C - Linear Integrated Circuits

This course covers the fundamentals and applications of linear integrated circuits and operational amplifiers. The course covers includes inverting and non-inverting amplifiers, comparators, signal generators, differential and instrumentation amplifiers, operational amplifier specifications, active filters, modulator-demodulator integrated circuits, timers, analog to digital converters (ADC), and digital to analog converters (DAC) and measurement and analysis of linear circuits and devices.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

EET 1015C , EET 1025C

Engineering Technology EEL 2603C - Robotics-Mechanics and Controls

This course introduces the student to robotics. Instructional topics will include robot classifications, applications, Input/Output (I/O) and sensor interfacing.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

ETS 1542C

EET 1084C - Introduction to Electronics

This course introduces the fundamentals, terminology, and applications used in the electronics industry. The topic coverage will include circuit theory principles, electronic components, transistor usage, amplifiers, power supplies, digital logic techniques, and electronic instruments. The course will also include some basic laboratory exercises to strengthen the topic coverage as it pertains to measurement involving both analog and digital circuits.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

ETD 2371C - 3D Printing I

This course will develop elements of creative thinking and problem solving used in the design process, including the techniques and methods used to construct prototypes and models. In the project aspect of this course, the students select a field of specialization to explore methods and materials in a number of options in industrial environment with the use of computer simulation, modeling, and rapid prototyping.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

ETD 2364C or ETD 1355C or ETD 2357C or permission of instructor.

ETD 2372C - 3D Printing II

The student will continue to develop elements of creative thinking and problem solving used in the design process, including the techniques and methods used to construct prototypes and models. In the project aspect of this course, the students expand their knowledge in the methods and materials and of computer simulation, modeling, and rapid prototyping.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

ETD 2371C or permission of the instructor.

ETM 1005C - Basic Mechanical Operations

This course takes a hands-on approach to the identification, use, care of tools, equipment, blueprint reading, geometric dimensioning, and tolerances used in all aspects of operations and manufacturing.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

ETI 2110 , ETM 1010C , ETI 1710

ETM 1010C - Mechanical Measurement and Instrumentation

This course provides the foundation for mechanical and electronic measurement techniques used in manufacturing environments. The course will integrate the concepts, principles, and techniques of mechanical measurement with the use of various types of instruments including micrometers, verniers, calipers, height gages, digital multimeters and other types of measuring equipment.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

ETM 1315C - Hydraulics & Pneumatics Fundamentals

This course introduces the student to basic hydraulic and pneumatic fundamentals. Instructional topics will include components, fluid pressure and flow and basic circuit design and application.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

ETS 1542C - Introduction to Programmable Logic Controllers

This is an introductory course in Programmable Logic Controllers (PLCs.) The student will learn basic concepts with a focus on programming and practical applications.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

English CRW 2001 - Creative Writing I

Instruction and practice in writing fiction and poetry. Students will submit a poetry portfolio and complete at least one short story.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

CRW 2002 - Creative Writing II

Advanced work in poetry and prose modes with emphasis on revision. Students will submit a poetry portfolio and write and revise at least one complete short story. Students will prepare creative work for publisher market.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

CRW 2100 - Introduction to Fiction Writing

Practice in writing fiction using various points-of-view. Students will submit completed short stories for workshop. Upon agreement with the instructor, students may elect to develop novel chapters with synopsis. Students will prepare creative work for publisher market.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

CRW 2201 - Introduction to Creative Nonfiction

This writing course examines the narrative possibilities of creative nonfiction. We will explore structure, technique, and authorial presence in representative works of established sub-genres, including literary journalism, travel and/or food writing, memoir, the lyric essay and collage.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

CRW 2300 - Introduction to Poetry Writing

Practice in writing poetic forms employing poetic techniques. Students will workshop completed poems and submit a portfolio of revised poetry. Students will prepare creative work for publisher market.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1101L - English Composition I Lab

An instructor directed writing workshop designed to improve student's opportunity for success in ENC1101. Students will strengthen writing and grammar skills necessary to master the topics and concepts covered in ENC1101. Areas of focus include, but are not limited to, the following: expository and argumentative writing; appropriate diction; conventions of Standard American English grammar, punctuation, sentence structure; conventions of MLA.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring, Summer) Prerequisite(s):

ENC0025 and REA0017 or equivalent with a "C" or better grade, or a score of 100-116 on the PERT, or on an elective basis with a score of 103 or higher on the PERT.

Corequisite(s):

ENC 1101

ENC 1102 - English Composition II

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 2210 - Technical Report Writing

The course covers the fundamentals of technical report writing, mechanics, and style. Various types of reports are prepared and evaluated. The course also includes reading and analysis of technical literature as well as oral reporting.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

passing score on placement test.

ENG 1001 - Research Papers

A learn-by-doing course in the methods of conducting library research and writing a documented paper. Students will work on self-selected subjects under the supervision and guidance of the instructor in a tutorial relationship. For successful completion, each

student will write a documented paper in accordance with a standard system. This course may be taken four times for credit.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring, Summer) Note:

This course may be used as a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. Students may use this course to satisfy deficiency in the Gordon Rule writing requirement, but it may not be used in lieu of traditional Gordon Rule courses, such as ENC 1101.

LIN 1670 - Writing and Grammar

The course includes practice in writing short essays and encompasses a comprehensive review of grammar and mechanics. This course is strongly recommended for students who have completed Developmental Writing, those who want a preparation for Composition, or those who score 103-116 on the PERT.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal achievement, successful completion of any required developmental English coursework with a minimum grade of "C", or exemption from placement testing.

English as a Second Language (ESOL) XEL 01___ - ESOL I

This course provides small group and individualized instruction in both oral and written English communication skills at the beginning level. The course is designed for non-native English speakers.

Note:

* Course number varies with number of instructional contact hours.

XEL 02___ - ESOL II

This course provides small group and individualized instruction in both oral and written English communication skills at the low beginning level. The course is designed for non-native English speakers.

Note:

* Course number varies with number of instructional contact hours.

XEL 03___ - ESOL III

This course provides small group and individualized instruction in both oral and written English communication skills at the high beginning level. The course is designed for non-native English speakers.

Note:

* Course number varies with number of instructional contact hours.

XEL 04___ - ESOL IV

This course provides small group and individualized instruction in both oral and written English communication skills at the low intermediate level. The course is designed for non-native English speakers.

Note:

* Course number varies with number of instructional contact hours.

XEL 05___ - ESOL V

This course provides small group and individualized instruction in both oral and written English communication skills at the high intermediate level. The course is designed for non-native English speakers.

Note:

* Course number varies with number of instructional contact hours.

XEL 06___ - ESOL VI

This course provides small group and individualized instruction in both oral and written English communication skills at the advanced level. The course is designed for non-native English speakers.

Note:

* Course number varies with number of instructional contact hours.

Entrepreneurship ENT 2931 - Selected Studies in Entrepreneurship

In this course, topics of current interest are presented in group instruction.

Credit Hour(s): 1 Credit Hour When Offered: (Spring)

Environmental Sciences EVR 1001C - Environmental Science

A study of the physical and biological environment and man's ecology with emphasis upon contemporary biological problems.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Offered as needed) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as

meeting the state Core General Education requirements.

EVR 1940 - Internship, Environmental Science

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired in the program of study. The student will work with a qualified work site supervisor on approved projects related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a unique set of objectives and assessments.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

Minimum grade of "B" in any college level science course and permission of instructor.

Fire Science FFP 0010 - Firefighting I

This course is the first part of the Basic Fire Recruit Academy and prepares students for a career as a volunteer firefighter. Classroom instruction includes a variety of fire related topics which are reinforced and enhanced through practical skills activities. Upon completion, the student is eligible to test for certification as a volunteer firefighter through the Florida State Fire College and may elect to continue training in Firefighter II to pursue state certification as a career firefighter. Permission of the Public Safety Division is required.

Credit Hour(s): 191 Clock Hours/6.37 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the AA or AS degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or AS degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

FFP 0020 - Firefighting II

This course is the second part of the Basic Fire Recruit Academy and prepares students for a career as a firefighter. The delivery of instruction includes a variety of training in practical skills necessary for the mastery of the basic competencies required in the program. Upon successful completion of this course, the student is eligible to take the Bureau of Fire Standards and Training written and practical examination. Permission of the Public Safety Division is required.

Credit Hour(s): 301 Clock Hours/10.03 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

FFP 1800 - Disaster Education for Individuals and the Community

This course provides a study of the design, development, and delivery of public disaster safety education and programs including: methods of identification of disaster safety programs, the selection of target programs and strategies of affect reduction, methods of designing and implementing information and educational programs, and methods of evaluating a program's impact. Studies include theoretical and practical skills training in individual, group, and mass media communications, instructional skills, planning priorities, and evaluation techniques.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

FFP 1801 - Introduction to Emergency Management Administration

This course will discuss emergency management practices and how they relate to natural and man-made disasters. It is designed to help the student develop an understanding of overall emergency management principles, practices, and standards in the local, national, and international environments.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

FFP 1890 - Emergency Management Principles for Tourism and Hospitality Industry

This course analyzes emergency management functions and responsibilities within the tourism and hospitality industry. Particular emphasis is placed in the areas of administration, organization, communications, and human relations. Students will learn how historical mistakes can influence human response to disaster situations, and some of the current legal and human challenges

posed when dealing with disasters.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

FFP 2820 - Emergency Preparedness

This course teaches all aspects of emergency preparedness and planning related to natural and man-made disasters, and basic principles of emergency management. Planning concepts and the planning process will be discussed.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

FFP 2823 - Technical Applications in Emergency Management

This course explores issues and problems associated with the use of technology in emergency management. It examines strategies to overcome these issues and problems. Some of the subjects treated are use of the Internet, spatial analysis applications in vulnerability analysis, decision support systems, and emerging technologies.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

FFP 2834 - Societal Issues in Disaster Management

This course examines human response to disaster events, including political and economic factors influencing vulnerability. It examines how individuals and institutions make decisions at all levels of disaster response, it is an introduction to current research pertaining to the sociological aspects of disaster, and it will provide increased awareness of the potential and difficulties in using social science research as a basis for modifying public policy.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

FFP 2841 - Contingency Planning for the Private Sector

This course is designed to assist students in developing effective public sector plans by using the National Incident Management System and the Incident Command System templates. The curriculum includes case studies and development procedures for private sector logistics management and employee support planning.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

French FRE 1120 - French I

Pronunciation and grammatical structures of French, with emphasis upon balanced development of all four skills – listening, speaking, reading, and writing. Covers all basic structures of the language.

Credit Hour(s): 4 Credit Hours When Offered: (Fall)

FRE 1121 - French II

Pronunciation and grammatical structures of French, with emphasis upon balanced development of all four skills – listening, speaking, reading and writing. Covers all basic structures of the language.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):
FRE 1120 or an equivalent course with a grade of "C" or better.

General Education Diploma (GED) XGE 14__ - GED 2014 Comprehensive

The GED 2014 Comprehensive Preparation Program provides skills and knowledge building for each of the four content-area assessments of the Official GED 2014 Tests: Reasoning through Language Arts, Mathematics Reasoning, Science, and Social Studies. The purpose of the program is to prepare students to obtain the knowledge and skills necessary to pass the Official GED Tests and be awarded a State of Florida High School Diploma. An additional performance level will certify that the adult student is career and college ready. This program strives to motivate students not only to obtain a GED diploma, but to continue their education to earn a postsecondary degree, certificate, or industry certification.

Note:

*Course number varies with number of instructional contact hours.

Geography GEA 1000 - World Regional Geography

The course introduces the student to geographic regional studies. It will combine the concepts of physical geography and cultural, economic, and human geography as it applies to the differing regions of the world. It will show the relationships between the regional environment and the people who live there, between settlement patterns, economic patterns and cultural patterns within each region; and, using current events, it will show the impact of other phenomena upon those regions and their people.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

Geology GLY 2010C - Principles of Geology I

Survey of the composition and dynamic processes of the solid Earth. Topics include planetary geology, mineralogy and petrology, volcanism, surface environments and processes (ocean floor, coastlines, rivers, karst, glaciers, deserts), seismology, surface

deformation, Earth's interior, plate tectonics, and mountain formation. Laboratory exercises in mineral and rock identification, interpretation of geological landforms using topographic maps, earthquakes, and basic field methods. Local or regional fieldtrips offered.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring)

GLY 2100C - Principles of Geology II

Survey of the physical and biological history of the Earth. Course is divided into two parts. First is a review of common minerals, rocks, and fossils; the use of stratified sedimentary rocks to reconstruct past environments and climates; and the theory of plate tectonics. Second is an overview of the origin and early evolution of the Earth, tectonic formation of continents and oceans, and life through time (first appearance of life, early life in the ocean, Age of Dinosaurs, the Great Ice Age, and the appearance of the first humans). Field and laboratory work in mineral, rock, and fossil identification, description of stratigraphic sections in the field, and geologic map construction and interpretation. Local or regional fieldtrips offered.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring)

GLY 2601C - Introduction to Paleontology

This course is a survey of prehistoric life. Topics include fossilization, systematics, evolution, ecology, extinction, and the geological history of life. Laboratory work covers the anatomy, classification, and ecology of major phyla of both extinct and extant organisms, including monerans, protists, plant, macroinvertebrates, and vertebrate animals. The course involves local and regional fossil collecting trips.

Credit Hour(s): 4 Credit Hours When Offered: (Fall or Spring)

Graphic Design GRA 1151C - Illustration I

A beginning course to develop basic technical and conceptual skills with a focus on an industry-standard vector-based drawing program. Students will create logos and illustrations typical of graphic design challenges.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

GRA 1152C - Illustration II

A beginning course to develop basic technical and conceptual skills with a focus on an industry-standard vector-based drawing program. Students will create logos and illustrations typical of graphic design challenges.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

GRA 1151C Prerequisites with minimum passing grade: D

GRA 2140C - Multimedia I

An advanced course covering the development of multimedia projects incorporating a variety of digital media elements. Students will learn an industry standard digital video editing application and the aesthetic and technical considerations involved in content acquisition. Access to a digital SLR with video capability or similar required.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

ART 2602C , GRA 1151C and PGY 1801C . Prerequisites with minimum passing grade: D

GRA 2141C - Multimedia II

An advanced course covering the development of multimedia projects incorporating a variety of digital media elements. Students will learn an industry standard digital video editing application and the aesthetic and technical considerations involved in content acquisition. Access to a digital SLR with video capability or similar required.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

GRA 2140C . Prerequisites with minimum passing grade: D

GRA 2181C - Graphic Design Portfolio Development

A final semester course where students will develop a professional portfolio that demonstrates their technical and creative skills. Students will evaluate prior work for inclusion, and determine needs for new work that will enhance their portfolio. Students will develop new work exhibiting illustration, photography, and graphic design skills.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

PGY 1801C , GRA 2190C , ART 2602C , GRA 1151C

GRA 2190C - Graphic Design I

An intermediate graphic design course that focuses on using an industry standard page layout software application. Students will be exposed to the ideas and aesthetics involved in the production of print publications. Access to a high quality camera digital camera is required. It is recommended that students take PGY 1801C - Digital Photography I at the same time or prior to taking this course.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

GRA 2950C - Advanced Graphic Projects

An advanced Graphic Design course addressing common Graphic Design problems. Students will explore advanced software application functionality and creative, aesthetic, and portfolio development. Access to a high quality digital camera required.

Credit Hour(s): 4 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

ART 2602C , ART 2603C [Inactive], GRA 1151C , GRA 2190C , PGY 1801C .

Health Education HIM 1000 - Health Information and Delivery Systems

Orientation to medical records history and professional associations. Confidentiality, filing, retrieving, indexing, numbering, storage and content of the medical record is also discussed. The course includes job search skills and professional job performance.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

HIM 1012 - Health Care and Legal Compliance

In-depth study of federal, state, local laws governing preparation, and use of the healthcare record in the healthcare delivery system.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

HIM 1432 - Pathopharmacology

Introduction to the nature, cause, and treatment of disease entities and the body's defense mechanisms. Commonly used drugs will also be discussed.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

HIM 2253 - CPT Coding - Part 1

Instruction and practice in basic CPT coding conventions, principles of classifying physician services using current procedural terminology (CPT-4), APC, and auditing procedures. Ethical standards of practice will be analyzed.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

HSC 1531 and HIM 1432 are required. Knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: D

Prereq/Corequisites:

BSC 2020C OR (BSC 1085C AND BSC 1086C)
Prerequisites with minimum passing grade: D

HIM 2272 - Healthcare Reimbursement

Emphasis on billing regulations for the State of Florida. Course content includes LMRPS, Workers' Compensation laws, Florida Medicare, and claims for automobile accident injuries.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

HIM 2253 and HIM 2724 are required. Knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: D

HIM 2291 - CPT Coding Part 2

This is an advanced course in ICD, CPT and HCPCS coding systems. Students will learn guidelines and applications to more complex case studies and health records according to current ethical standards of practice, inpatient and outpatient prospective payment systems, encoding software and RBRVs.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

HIM 2253 and HIM 2729 Are required. Knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: D

Note:

HIM 2724 - ICD Coding Part 1

This course provides a foundation using ICD-10-CM/PCS coding conventions, rules, methodology and sequencing, data sets, documentation requirements, and coding resources.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

HIM 1432 and HSC 1531 are required. Knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: D

Prereq/Corequisites:

BSC 2020C OR (BSC 1085C AND BSC 1086C)
Prerequisites with minimum passing grade: D

HIM 2729 - ICD Coding Part 2

This course focuses on assigning appropriate ICD, DRG, and Level II (HCPCS) codes to a wide range of original source medical documents. This course increases the quality of code selection by applying the decision process in problem solving using well-defined medical record review methods and guidelines. Ethical practices will be discussed.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

HIM 2724 is required. Knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: C

HIM 2815C - Professional Practice Experience

Working in a simulated, online environment, students will endeavor to code and bill using nationally recognized, American Health Information Management Association (AHIMA) simulation software.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Prereq/Corequisites:

HIM 2291 HIM 2729

HSA 3110 - Health Care Organization and Management

This course focuses on the structure and management of health care organizations, and the fundamental issues facing the U.S. health care system. Key topics include health status, the organization of health services, manpower, public health, financing, facilities, utilization, quality, regulation, and national health policy. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring, Summer) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

HSA 3111 - Introduction to Health Care Management

This course studies the administration, organization and delivery of health care in the United States. Topics to be examined include health care leadership, management, strategy, performance improvement, information technology, insurance, financial and human resources management, as well as ethical and legal concepts. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

HSA 3113 - Contemporary Issues in Health Care

This course is designed to introduce students to a range of issues related to health and health care in the United States. Course content will give students the opportunity to explore differing perspectives as they develop a deeper understanding of the issues and enhance their research and communication skills. The course will enable students to analyze and evaluate evidence regarding controversial issues. Students will develop and practice skills in formulating and writing well-informed, well-articulated arguments and reflections.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing is required, and knowledge of basic computer and keyboarding skills are strongly recommended.

HSA 4191 - Health Information Systems

This course focuses on the theories, concepts and principles of health information systems and development of critical thinking skills for use in practice/working in health care informatics. Current trends and issues in using, designing, and managing heath care information systems will be examined. Students, applying evidence-based knowledge, will analyze the design and implementation of health care information systems. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

HSA 4922 - Capstone: Health Care Management

This course integrates the information, skills, and abilities provided throughout the Health Administration Program in a capstone project. Students complete a project that demonstrates excellence by applying the knowledge gained from the core courses and materials studied throughout the program. Successful completion of the course requires demonstration of the achievement of program objectives and learning outcomes. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

HSA 3110 , HSA 3111 , HSA 4191 , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

History AMH 2010 - American History I

American History to 1877; describes the social, political, and economic development of the American people against the geographical background of the New World. Particular emphasis on American intellectual and political thought leading to the emergence of basic American character, ideas and attitudes. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.

WOH 1012 - World Civilization: Early Humans through Global Expansion

A study of world history from 4000 BC to 1650 AD as it relates to the development of western civilization. History is analyzed in terms of social, religious, philosophical, political, and economic concepts rather than chronological facts. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Offered Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communication/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

WOH 1022 - World Civilization: The Modern Period and Renaissance to the Present

A study of history from 1650 AD to the present as it relates to the development of the modern world. History is analyzed in terms of social, religious, philosophical, political, and economic concepts rather than chronological facts. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Offered Fall, Spring, Summer) Prerequisite(s):
A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Hospitality Management FOS 2201 - Food Service Sanitation Management
Acquaints students with the National Restaurant Associations' ServSafe® Food Protection Manager Certification information, Food and Drug Administration's Food Code as well as the challenges and opportunities facing the hospitality and culinary industries in the areas of sanitation and safety management. The class presents a systems approach to sanitation management, utilizing the Hazard Analysis Critical Control Point Program (HACCP), and provides a basic understanding of quality sanitation management. The curriculum is based on the National Restaurant Associations' ServSafe® Food Protection Manager Certification information. Students will sit for the ServSafe® Food Protection Manager exam at the end of this course.

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

FSS 1001 - Culinary Techniques
Emphasis in this course will be placed on the basic methods and chemistry of cooking. Students study ingredients, cooking, theories, terminology, equipment, technology, weights and measures, formula conversions and work on cooking skills and procedures.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
FOS 2201

Corequisite(s):
FSS 1202L

FSS 1120 - Food and Beverage Purchasing
Study of purchasing and inventory control functions used for the proper acquisition of all foods, beverages and disposables used in the hospitality industry. This includes the development of purchase specifications, determination of order quantities, executing supplier price comparisons, employing proper receiving procedures, managing product storage functions, and developing proper product issuing procedures. Emphasis on product cost analysis, yields, pricing formulas, controls, and record-keeping at each stage of the purchasing cycle.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

FSS 1202L - Food Production I
Students will acquire knowledge and skill in the preparation of food. Included are basic principles and techniques of food preparation, management of resources, use of recipes, use and care of equipment, and evaluation of food products. The course emphasizes safety and sanitation practices.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):
FOS 2201

Corequisite(s):
FSS 1001

FSS 1221L - Food Production II
Students will focus on the knowledge and preparation of meats, poultry, seafood, as well as starches, fruits and vegetables. Students will learn to prepare menus for special dietary needs. This course will utilize all dry and moist methods of cooking. Menu selection and balance will be studied. The course emphasizes safety and sanitation procedures.

Credit Hour(s): 4 Credit Hours When Offered: (Fall) Prerequisite(s):
FOS 2201 and FSS 1202L with a grade of "C" or better.

FSS 1246L - Baking and Pastries I
Students apply the fundamentals of baking science and pastry preparation to produce a variety of bread products and pastries. Special emphasis is given to the application of advanced techniques in bakery management and the use and care of equipment found in bake shops. Preparation of breads and rolls, classical cakes and icings. Student must pass written and practical baking examination covering a variety of techniques and procedures.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

FOS 2201

FSS 1250C - Dining Room Management & Service

The class will learn and implement the service appropriate for restaurant a la carte dining. Focus on principles for dining service, sanitation and presentation of the dining room, review of menus and customer expectations and guest service will be covered.

Credit Hour(s): 4 Credit Hours When Offered: (Fall)

FSS 2030C - Contemporary Cuisine

Emphasis is placed on learning to use various condiments and seasonings that are indigenous to different parts of the world in food preparation. Topics may include Far East cuisine, Middle Eastern, Mediterranean, North African cuisine, Continental cuisine. Lectures, demonstrations and preparations will also cover American regional cooking, farm to table, trends in the culinary industry and greenhouse procedures. Greenhouse will be used for the lab portion of this class. Alternative diet recipes to be explored. Student must successfully pass written and practical examination covering a variety of cooking techniques.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

FOS 2201 - Food Service Sanitation Management

FSS 2241L - International and Regional Cuisine

Students will learn quantity food production by preparing multi-course ethnic meals typical of several cultures during the semester to live guests.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):

FOS 2201 (Sanitation and Safety Management), FSS 1202L (Food Production I) with a C or Better, FSS 1221L (Food Production II) with a C or Better

FSS 2251 - Food and Beverage Management

An application of principles in commercial and institutional food and beverage facilities including marketing, menu development, effective cost control in purchasing, pricing, labor and service technique. Procedure, approaches and techniques of management are explored and developed as they relate to commercial and institutional food and beverage facilities and personnel.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

FSS 2284C - Catering, Banquet and Event Management

Students will be taught the logistics of preparation, production, transportation, and implementation of the catered event, including analysis of typical banquet/event contracts. Students learn to determine cost of the project. Emphasis is given to menu planning for various types of banquets, theme buffets, and physical management of floor lay-out and table setup. Training techniques for supervisors in dining room and banquet service is practiced. Development of stewarding and production checklists is practiced.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

FSS 2500 - Food and Beverage Cost Control

This course focuses on the principles and procedures involved in an effective control of food, beverage and labor costs for the hospitality industry. This course provides the fundamentals for gathering information, developing performance goals and procedures, assessing and evaluating the information and applying the results to maintain efficient food, beverage and labor cost control. This course includes the examination and analysis of hospitality Profit and Loss Statements used to evaluate operational performance.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

FSS 2942 - Culinary Internship

The Program Director has the discretion to provide override approval as it relates to the waiver of required program/discipline-related courses. This course provides a planned work-based experience that will provide students with an opportunity to fine- tune skills learned in coursework and enhance workplace skills through supervised practical experiences related to their career objectives. Internship requires a minimum of 135 clock hours of work. May be repeated for credit, but grade forgiveness cannot be applied.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

FOS 2201 ,FSS 1202L with a grade of "C" or better, and FSS 1221L with a grade of "C" or better.

HFT 1000 - Introduction to Hospitality Management

Into to Hospitality Management explores the hospitality industry and various career paths available as an industry professional. Different segments of the hospitality and tourism industry are examined, including resorts, condominium, hotels, restaurants, special events, and membership based clubs. An introduction to hospitality operation functions provide students with an overview of ownership, service, marketing, revenue management, human resources, technology and emerging trends.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HFT 1250 - Hotel and Resort Operations

This course acquaints students with the operation of a hotel, motel and resort including front office procedures in registering, accounting for and checking out guests, promotional and sales practices, housekeeping, interior decoration, purchase of furniture, carpeting, linens and supplies, maintenance and engineering of a practical nature, facilities specifications, purchasing, and storage.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

HFT 1410 - Front Office Management

This course guides students through all the skills including directing the activities and solving the complex problems, needed to properly manage the front office of a hotel/motel/resort. The course also acquaints students with the operation of all the departments as they apply to their primary responsibility of selling rooms and serving guests.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

HFT 1500 - Marketing and Sales in the Hospitality Industry

How to sell and promote the many services the food service/lodging industries offer guests. Prepare and present the fundamentals of a marketing plan.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

HFT 2102 - Tourism Destination Management

The rapid growth of tourism worldwide has created challenges and opportunities for established and emerging tourism destinations. This course looks at how to manage destinationgrowth, measure the potential costs and benefits of a tourism development program. Exploring issues that make managing tourism and hospitality businesses different from other businesses will be a focus in this course.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

HFT 2225 - Human Relations in Hospitality

This course will analysis and focus onthe development of interpersonal management skills, including supervision, leadership behavior, motivation, communications, interpersonal and organizational processes. Specific applicationsof proven training systems and methods for managers in thehospitality industrywill be reviewed.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

HFT 2401 - Hospitality Industry Financial Accounting

Basic understanding of financial accounting and specifically Hospitality Industry accounting concepts and procedures used in hotels, restaurants. Utilize POS system in class activities.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

HFT 2600 - Hospitality Law

Nature and function of our legal system as it applies to the operations of the hospitality industry. Innkeeper-Guest relationship, Contracts, Condominium Association contracts, Torts, Civil Rights, insurable risks are emphasized.

Credit Hour(s): 2 Credit Hours When Offered: (Fall)

HFT 2942 - Hospitality Internship

This course, an extension of Hospitality Internship (HFT2941), consists of on-the-job work experience supplied by the hotel, motel, resort and restaurant industries. Students will concentrate on 3 specific areas or functions that are career-goal oriented. Job placement will be dependent upon availability of participating hospitality institutions. The course consists of 150 hours of on-the-job instruction.

Credit Hour(s): 3 Credit Hours When Offered: (Offered Fall, Spring, Summer) Prerequisite(s):

HFT 1000 , FOS 2201 , HFT 1410 , and HFT 1250

Humanities HUM 1020 - Humanities – Introduction

A chronological survey of techniques and forms related to art, dance, film, literature, music, philosophy, religion and theater. Art works and selected readings are utilized as much as possible. The course includes Writing-Across-the-Curriculum and Speaking-Across-the-Curriculum. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours † ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

HUM 2250 - Humanities – A Contemporary Perspective

This course is an integrated study of the artistic, cultural, philosophic, religious, social, and technological influences that shape modern western cultures in the modern era. The focus will begin with the 20th century and follow, chronologically, the issues of the modern era. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours † ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

HUM 2700 - Humanities – Foreign Study

A variable humanities content course designed to allow students first-hand learning experiences outside the United States. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Offered as needed) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Legal Assisting PLA 1003 - Introduction to Paralegal Studies

Designed to give students a broad understanding of the nature of the paralegal profession and the elements contained within the profession, as well as its responsibility.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

PLA 1005 - Legal Terminology

This course is designed to give an explanation of the common legal vocabulary involved in the broad, general principles of substantive and common law.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

PLA 1013 - Introduction to the Legal System

A practical introduction to the U.S. legal system, types and sources of law, the courts, and related topics; a beginning course for students seeking careers in legal secretary technology or legal assisting.

Credit Hour(s): 3 Credit Hours When Offered: Spring

PLA 1114 - Legal Research and Writing

This course is designed to provide the student with necessary skills and knowledge required in legal research/case analysis and legal writing.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

PLA 1003 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

PLA 1203 - Civil Procedure

This course provides an insight into the system of dispute resolution for private parties and the government provided by the court

systems of the various states and the federal government in a non-criminal setting.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

PLA 1600 - Wills, Trusts, and Probate

This course is designed to provide the student with an introductory knowledge of estate planning, wills, and probate administration.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

PLA 1800 - Introduction to Family Law

An introduction to practices as they relate to family law.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

PLA 2273 - Tort Law

This course is designed to provide the student with an introductory knowledge of tort law with objectives centered on personal injury torts.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

PLA 2304 - Criminal Law

Includes the study of the fundamentals of criminal law to include historical background and development, jurisdiction, the criminal act and responsibility, as well as, classification and analysis of Florida Statutes.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

PLA 2305 - Criminal Procedure

Includes the study of the fundamentals of constitutional, criminal and civil law; principles, duties and mechanics of criminal procedures in Florida as applied to arrest, search, seizure, and court processing; and a functional analysis of the rules of evidence in court procedures.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

PLA 2614 - Real Estate Law

Introduces students to residential and commercial real estate documents, their form and contents, and the mechanics of their use, and provides a detailed explanation of modern real estate transactions.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

PLA 2949 - Internship - Paralegal

On-the-job training in the Associate of Science Paralegal Studies program in which the student is enrolled. The student is under the supervision, at work, of a qualified supervisor. The supervisor will rate the student's performance, knowledge, comprehension, dependability, initiative, cooperativeness, and total performance. A project paper or approved project will be submitted by the student three weeks prior to the close of the semester. May be repeated twice for a total of six credits.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

completion of a minimum of 12 credit hours in the appropriate discipline, including PLA 1003 and permission of the instructor is required. Prerequisites with minimum passing grade: D.

Note:

*This college credit course is not intended for transfer and may not be applied toward the AA degree.

Library Science LIS 1001 - Library Skills

A self-paced course on how individual students can make effective and efficient use of library resources. Students develop the basic information literacy skills necessary for college coursework, general research, and for lifelong learning in an information centered society.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed)

LIS 2004 - Introduction to Internet Research

Introduction to Internet Research is a one-credit hour course offered only online. The course focuses on methods of accessing information resources available through the internet. Students learn to design search strategies, retrieve, evaluate, and cite internet resources.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

a full service Internet account, including an electronic mail address from an Internet Service Provider (ISP), or access through a corporate or educational institution prior to beginning the course.

Literature AML 2010 - American Literature: 1492 - 1865

A course in American Literature from the pre-Colonial period to the Civil War. This course may be used for Humanities credit. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Offered as needed) Prerequisite(s):

ENC 1101 .

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

AML 2020 - American Literature: 1865 - Present

A course in American Literature from Civil War to present. This course may be used for Humanities credit. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Offered as needed) Prerequisite(s):

ENC 1101 . (Note: AML 2010 is not a prerequisite for this course)

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENL 2012A - English Literature: Old English through the Enlightenment

A study of English literature from the Old English period, Beowulf, through the late Eighteenth century, the Age of Enlightenment, focusing on major works and their authors with an emphasis upon the literature as a significant reflection of and contribution to the political, cultural, social, religious, and economic milieu of each age. This course may be used as a Humanities credit. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Offered as needed) Prerequisite(s):

ENC 1101 .

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENL 2022 - English Literature: Romantic Period Through the Present

A study of English literature from the Romantic period through the present, focusing on major works and their authors with an emphasis upon the literature as a significant reflection of and contribution to the political, cultural, social, religious, and economic milieu of each age. This course may be used as a Humanities credit. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. If used to meet AA Gordon Rule requirements for general education, a minimum grade of "C" is required.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Offered as needed) Prerequisite(s):

ENC 1101 . (Note: ENL 2012A is not a prerequisite for this course)

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

LIT 2090 - Contemporary Literature

Studies in contemporary literature, focusing on comments on modern man. May be used as Humanities credit. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Offered as needed) Prerequisite(s):

ENC 1101 .

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

LIT 2100 - World Literature: Antiquity through the Renaissance

Designed to encourage students to know and appreciate the great literature that helps to mold their thinking and everyday living. Includes, without regard to national origin, those masterpieces of world literature, from antiquity through the Renaissance, that reflect cultural and intellectual heritage. May be used as a Humanities credit. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. If used to meet the Gordon Rule requirements for general education, a minimum grade of "C" is required.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Offered Fall, Spring, Summer) Prerequisite(s):

ENC 1101 .

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

LIT 2120 - World Literature: Renaissance through the Present

Designed to encourage students to know and appreciate the great literature that helps to mold their thinking and everyday living. Includes, without regard to national origin, those masterpieces of world literature, from the Renaissance to the present, that reflect cultural and intellectual heritage. May be used as a humanities credit. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Offered, Fall, Spring, Summer) Prerequisite(s):

ENC 1101 . (Note: LIT 2100 is not a prerequisite for this course)

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Machining/CNC ETI 2419C - Advanced Concepts of CNC Machines and CNC Machining Practices

This course is designed to provide the student with advanced concepts in CNC machines and CNC machining to include: theory, operation, setup, safety, and practices.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

PMT 2261C or PMT 2262C

PMT 1203C - Introduction to Machining

This course introduces the student to basic mechanic fundamentals. Instructional topics will include hand tool identification and application, fabrication machine identification and application, drill press identification and application, and shop safety.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

PMT 1250C - Introduction to CNC Machining

The history and development of CNC (computer numerical control). Programming methods are reviewed with the emphasis of skills placed on programming, milling, drilling and turning with M and G code preparation. Manual and computer assisted programming are also reviewed. Students will program, set up and operate full size CNC machines found in our manufacturing lab. Projects will be assigned to students with an expectation of performing these tasks on manufacturing equipment.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

PMT 2213C - Machining I

In this course students will continue to develop basic machining skills and better utilize machine tool accessories to assist in different machining operations to include: Set up and utilize machine tool accessories, vertical knee milling operation, manual lathe operations, manual lathe threading and drill operations.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

PMT 1203C and ETD 2218 [Inactive]

PMT 2261C - CNC Machining I

This course provides training in cnc machine operation and programming. The student will gain technical knowledge and programming methods employed in cnc machining centers. CNC machine programming, set-up and operations are taught using computer and hands on applications. Metal fabrication processes are taught through lectures, demonstration and student generated projects. Completion of this course offers students technical skills as a cnc operator processes to be applied in various

machining and fabrication industries.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

PMT 1250C or equivalent.

PMT 2262C - CNC Machining II

This course will offer students a working knowledge of Solidworks and Solidworks Cam. An in-depth study of Cad/Cam software, CNC processing methods and the set-up of CNC machining centers. The course lectures and lab offer students hands-on applications using Solidworks generated projects processed with Solidworks cam tool path software to generate various projects. The student will also learn to calculate machining feeds and speeds, edit CNC programs and part production for mill and lathe.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

PMT 2261C or eqivalent experience.

Management HUS 4950 - Capstone: Human Resources Management

This capstone will build upon and integrate the primary human resource management skills introduced in prior emphasis courses. Students will have the opportunity to work on a hands-on project to demonstrate, apply, and develop their knowledge in the field of human resources.
This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

MAN 3310 , MAN 3320 , MAN 3350 , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 2021 - Management

Each function of management is analyzed and described in a systematic manner. Both the distilled experience of practical managers and the findings of scholars are presented. Other aspects of management are presented such as management process and concepts analysis of the technical knowledge and skills of managers, influences upon managerial decision-making process, and the psychological principles inherent in management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 2300 - Personnel Management

An introduction to personnel practices and procedures. Topics include the personnel management system, maximizing employee potential, organizational behavior, and labor management relations.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3052 - Management Philosophy and Practice

A comprehensive study of contrasting philosophies of management, current theories of leadership, management and supervision, as well as current trends and issues for business managers; focuses on applications and cases for development of competencies across all business functions and units; emphasis is placed on the cross-functional aspects of management, as well as the manager's need for a general business perspective. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3120 - Leadership and Group Dynamics

An applied leadership course with a focus on case studies, projects and group interaction; includes theoretical background on group dynamics, small group behavior and motivation, power, types of groups, verbal and non-verbal communication skills and team-building. Emphasis will be placed on sociological and psychological dimensions of inter-group relations, including analysis and problem-solving through simulations, cases and similar activities which reflect a general business perspective, as well as leadership and group dynamics across a variety of business units/functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and MAN 3052 , and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3240 - Organizational Behavior

Designed to develop student understanding of individual, group and organizational issues that affect and shape businesses. Topics include motivation, communication, decision making, leadership, power, organizational structure, team performance, organization

diversity and change management. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3310 - Issues in Human Resource Management

Introduces the full range of human resource management functional areas, including recruiting and hiring staff, performance evaluations, employment regulations, discipline and termination, downsizing, compensation and benefits, job analysis, the organized labor setting, equity/diversity issues, and policy design. Approach will focus on current issues and applications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3320 - Employee Staffing and Benefits

An intermediate level course in employment staffing issues focusing on staffing patterns, organizational structures, job analysis and design, staffing efficiencies, employee assistance programs, staff projection models, and employee services. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Upper division standing and MAN 3310 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3350 - Training and Development

Covers various staff training and development models, effective workshop techniques, designing and implementing company-wide training and development programs. Assessment of training needs, training and development as a benefit and setting development goals; students will design and conduct at least one workshop/training session for fellow students. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing and GEB 3213 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3574 - Acquisition Management

Students will be exposed to the fundamentals of government acquisitions. This course provides conceptual material on government acquisitions, to include program planning, execution, and control. Students will be introduced to the elements of program risk and learn risk management techniques. The systems engineering process will be emphasized to include work breakdown structures, cost -- benefit analysis, and scheduling. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and GEB 3031 or MAN 3052 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3583 - Project Management

In this introductory Project Management course, students will be exposed to the fundamentals of general project management. This course provides conceptual material on project management techniques appropriate in system/subsystems management. Topics include project management functions, project manager roles and responsibilities, the project life cycle, and conflict resolution. Emphasis will be placed on project oversight issues across the various business units and functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and GEB 3031 or MAN 3052 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3593 - Logistics and Supply Chain Management

Logistics and Supply Chain Management provides an introduction to logistics concepts in both the business and government environment. The student will gain an appreciation of the various logistics missions encountered both in the business world and government acquisition and support programs. The key concept is that logistics is a process that adds value to the end product whether it is a commercial item for a customer or a system used by the government which must achieve a desired state of readiness through an established or acquired infrastructure. Emphasis will be placed on the challenges related to providing logistical support for procurement, manufacturing, and life cycle support. The course will focus on supply chain strategies, logistics information systems, order fulfillment, inventory, demand forecasting, and collaborative planning. In addition, the student will be introduced to transportation constraints, third party logistics (3PL), warehousing, materials handling, international logistics and

facility planning. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing and MAN 3052 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3903 - Operations Research

Operations Research is a science of modeling and optimization. It allows to model real-world problems by using mathematics, statistics and computers. It provides us the tools and theories to solve real-world problems by finding the optimal solutions to models subject to constraints of time, labor, resource, materials and business rules. With Operations Research, people make intelligent decisions to develop and manage their processes and businesses. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing is required. STA 2023 , MAC 1140 , and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4162 - Customer Relations for Managers

This course focuses on relationship building for all customers of an organization. The impact of culture and diversity on business relationships, successful negotiation strategies, and promotion of the organization through media relations are discussed. Emphasis is placed on the manager's role in improving customer relationships by creating a customer-focused, organizational climate.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4401 - Labor Relations

This course explores the impact of employee organizations on labor relations, current problems, conflicts, and trends and includes the development of managerial approaches to achieve labor management cooperation.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

MAN 4520 - Quality Management

This course examines the strategic role of quality within an organization, as well as strategic issues involved in managing quality. Topics include assessing customer requirements, developing customer focus and measuring quality performance. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (As Needed) Prerequisite(s):

Upper division standing is required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4555 - Quality Certification: ISO 9000

A comprehensive study of internationally uniform quality standards (ISO 9000 and the steps to individual and organizational certification; includes management responsibility, quality system documentation, contract review, design control, process control, inspection and testing, corrective actions and other certification topics. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (As Needed) Prerequisite(s):

Upper division standing is required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4720 - Strategic Planning and Management

This course addresses the integration of organizational functions to achieve competitive advantage and organizational harmony through strategy formulation, implementation and evaluation. Activities include case studies and a strategic planning simulation. Topics include change theory, decision-making, planning models, and strategic planning processes as applied in a variety of business settings, units, and functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4931 - Capstone: Project Management

This seminar will build on the basic project management skills by introducing the basic tools used by project managers. The student will learn management techniques for project planning, budgeting, scheduling and control techniques, cost estimating and project management software applications. Students will be exposed to the relationship of purchasing and contracting with project management. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Project Management Emphasis: BUL 4333 , GEB 4454 , MAN 3120 , MAN 3583 , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4940 - Capstone: Supervision

This capstone course will build upon and integrate the primary management skills and concepts introduced in prior emphasis courses. Students will have the opportunity to work on a hands-on project to demonstrate, apply, and develop their knowledge. This course will also cover basic entrepreneurial principles, which will be integrated throughout the student-led projects. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

MAN 3593 , MAN 3903 , MAN 4720 , and senior standing are required. Public Safety Emphasis: PAD 3003 [Inactive] , PAD 3820 [Inactive] , PAD 3882 [Inactive] , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended. These courses require a minimum grade of "C".

MNA 1161 - Customer Service

Designed to build and maintain the critical skills necessary to be a dynamic and successful professional. Students and front-line individuals who work with customers every day will develop strategies to create positive customer relationships. This course provides a practical approach to the thorny issues of customer dissatisfaction and will enable managers to keep service personnel focused on the organization's goals and objectives.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 1345 - Supervision I

The course presents the functions of a personnel manager, philosophy of general management, organizational structure, employer socioeconomic climate and career information. Included also are job descriptions and specifications, recruiting practices, applications, resumes, interviewing, placement, performance appraisals, wage and salary administration and other related topics.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 2100 - Organizational Behavior

Designed to help students develop an understanding of how they may be motivated to work together in greater harmony in all kinds of organizations. The basis of human motivation and how it is influenced by leadership, the organization itself, and the social environment in which the organization exists.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

SBM 2000 - Small Business Management

This course provides students the opportunity to learn hands-on technical applications regarding entrepreneurship. It is designed for the student who is interested in the ownership and management of a small business enterprise.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Marketing MAR 2011 - Introduction to Marketing

An introductory course in the field of marketing including a look at marketing as it exists in our economy today. Consideration of the market, the product, distribution channels. Special emphasis on the study of human behavior in marketing promotion.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MAR 4333 - Marketing Strategy

This upper-level marketing course is aimed at the marketing functions of a business, with emphasis on how strategies are developed and how the marketing mix is created to meet the wants and needs of consumers. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Upper division standing required and knowledge of basic computer and keyboarding skills are strongly recommended.

MKA 2021 - Professional Selling

Selling, correct attitudes and personal attributes for dealing with the public on a business or professional basis.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MKA 2041 - Retail Management

This course covers retail store management, location, buying merchandise, control policies, services, pricing, expenses, profits, training and supervision of retail sales forces, and administrative problems. Also includes a variety of current perspectives in retailing management.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MKA 2511 - Introduction to Advertising

Advertising as a marketing tool, its planning, creation, and use. A survey of copy writing, layout, and media (newspapers, magazines, radio, television, films, etc.)

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Mathematics MAC 1105 - College Algebra

This is a function-based college algebra course which includes the following topics: functions and functional notation; domains and ranges of functions; graphs of functions and relations; operations on functions; inverse functions; linear, quadratic, and rational functions; absolute value and radical functions; exponential and logarithmic properties, functions, and equations; systems of equations and inequalities; and applications of functions (curve fitting, modeling, optimization, exponential/logarithmic growth and decay). Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of MAT 1033A or equivalent with a "C" or better or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

MAC 1114 - Trigonometry

This is the second course in a Pre-calculus sequence which includes the following topics: definitions, graphs, and properties of the six trigonometric functions and their inverses; trigonometric identities; solving trigonometric equations; solving right and oblique triangles and applications; complex numbers; vectors; and the polar coordinate system. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of “C” is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAC 1140 with a grade of “C” or better or equivalent; or appropriate placement score. This course may be taken concurrently with MAC 1140 with special permission of the Mathematics Department.

MAC 1140 - Pre-Calculus Algebra

This is the first course in a two-course Pre-calculus sequence which includes the following: equations and inequalities; linear, quadratic, logarithmic and exponential functions and relations; systems of equations; matrices and determinants, mathematical proof techniques, including mathematical induction; binomial theorem; sequences and series; and applications of algebraic techniques in the real world. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of “C” is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAC 1105 with a grade of “C” or better, or equivalent; or appropriate placement score.

MAC 2233 - Business Calculus

This is a calculus course covering limits, continuity, differentiation, and integration with emphasis on business applications. There is some mathematical theory; but, in general, topics are approached from an intuitive and applied point of view. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of MAC 1140 with a grade of "C" or better; or completion of MAC 1105 with a grade of "C" or better, and a "C" or better in another Gordon Rule Mathematics course; or appropriate placement score.

MAC 2311 - Calculus I

This is the first course in a three-course sequence. The course covers the following: limits and continuity, rules of differentiation, chain rule, derivatives of trigonometric, inverse trigonometric, logarithmic, and exponential functions, applications of derivatives to curve sketching, L'Hopital's Rule, indeterminate forms, and maxima/minima problems, mean value theorem, Rolle's theorem, definite and indefinite integrals, Fundamental Theorem of Integral Calculus, area, and applications of integrals. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of MAC 1140 and MAC 1114 with a grade of "C" or better or equivalent; or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

MAC 2312 - Calculus II

This is the second course in a three-course sequence. The course covers the following: techniques for finding areas, volumes, arc lengths and surface areas, methods of integration, including integration by parts, trigonometric substitution, and partial fractions, improper integrals, conic sections, graphing and area in polar coordinates, infinite sequences and series, tests for absolute and conditional convergence of series, and power series. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of “C” is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAC 2311 with a grade of “C” or better or equivalent.

MAC 2313 - Calculus III

This is the third course in a three-course sequence. The course includes the following topics: vectors, lines and planes in space, quadric surfaces, vector-valued functions and motion in space, functions of two or more variables, partial derivatives, gradients, directional derivatives, and their applications, multiple integrals in rectangular, cylindrical, and spherical coordinates, and their applications, line integrals, and surface integrals. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of “C” is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAC 2312 with a grade of “C” or better or equivalent.

MAD 2104 - Introduction to Discrete Mathematics

This course is designed for those students who are majoring in computer science, mathematics, engineering, mathematics education, and other highly technical fields. Topics include formal logic, set theory, combinatorics, mathematical induction, relations and functions, recursion, and graph theory. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

a grade of "C" or better in MAC 1140 . A course in programming is recommended.

MAP 2302 - Differential Equations

This course provides an introduction to ordinary differential equations with an emphasis on first and second order linear equations and applications. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Spring, Summer) Prerequisite(s):

either completion of MAC 2313 with a "C" or better or concurrent enrollment in MAC 2313 . Equivalent courses from other institutions may be used to meet the prerequisite.

MAS 2103 - Linear Algebra

This is an introductory course in Linear Algebra intended to give students enough insight to enable successful pursuit of more abstract mathematics courses. This course includes the study of matrices and systems of equations, determinants, vector spaces, linear transformations, orthogonality, eigenvalues, and eigenvectors. Exercises using MATLAB will be required. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of “C” is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

completion of MAC 2312 with a grade or “C” or better, or equivalent.

MAT 0018 - Developmental Mathematics I

This course is designed for students whose entry level placement test scores do not meet requirements for degree credit (not applicable for degree completion). It is designed to reinforce the knowledge of operations and applications of fractions, decimals, percents, and signed numbers. An introduction to algebra will also be covered. Students must pass this class with a "C" or better to move on to MAT 0028 .

Credit Hour(s): 3 College Prep Credits When Offered: (Offered as needed) Prerequisite(s):

A score of 50-95 on the PERT.

Note:

* College preparatory credits may not be counted toward fulfilling the number of credits required for a degree.

MAT 0022 - Developmental Mathematics Combined

A course designed to satisfy the requirements of both MAT0018 and MAT0028 in one semester and prepare students for MAT1033A. Topics to be studied include computations with decimals, percents, integers, operations with rational and polynomial expressions, linear equations and inequalities in one variable, factoring, and basic linear graphing. This course will teach the student to understand and communicate concepts of algebra in the language of mathematics, both orally and written. Due to the nature of this course, calculators are not permitted. A grade of "C" or better is required for successful completion of this course. College preparatory credits may not be counted toward fulfilling the number of credits required for a degree.

Credit Hour(s): 6 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

score of 50-95 on the PERT

MAT 0028 - Developmental Mathematics II

This course is designed for students whose entry level placement test scores do not meet requirements for degree credit (not applicable for degree completion). This course emphasizes concepts, techniques, and applications of the following topics: operations with real numbers, linear equations and inequalities in one variable, rational expressions, properties of exponents, polynomials, radical expressions, and graphs of lines.

Credit Hour(s): 4 College Prep Credits When Offered: (Fall, Spring, Summer) Prerequisite(s):

Grade of "C" or better in MAT 0018 or score of 96-113 on the PERT or on an elective basis a score of 114 or higher on the PERT

Note:

* College preparatory credits may not be counted toward fulfilling the number of credits required for a degree.

MAT 0157 - Modularized Developmental Mathematics II

This course is designed to help students develop computational & algebra skills needed for success in college level mathematics. This course uses a modular format in a lecture/lab setting. Students will take a diagnostic test in class to identify skills that have not been mastered and to determine placement into the appropriate modules. Each student will have an individualized learning plan such that he or she works only on skills not yet mastered. Possible topics in the learning plan include operations on signed numbers, solving linear equations and inequalities in one variable, graphing linear equations, operations with exponents and polynomial expressions, factoring polynomials and solving quadratic equations, introduction to rational expressions, and operations with square roots. Students will use computerized instruction as well as guided instruction by the instructor. Successful completion of this course requires mastery of the material in each module and a passing score of the department final exam. Course cannot be used toward AA or AS degree.

Credit Hour(s): 4 College Prep Credits When Offered: (Fall, Spring) Prerequisite(s):

MAT 0018 with a grade of "C" or better or a score of 96-113 on the PERT.

Note:

* College preparatory credits may not be counted toward fulfilling the number of credits required for a degree.

MAT 1033A - Intermediate Algebra

This is an intermediate algebra course designed to prepare students for general education mathematics/statistics courses. This course emphasizes concepts, techniques, and applications of the following major topics; factoring, algebraic functions, radicals and rational exponents, complex numbers, quadratic equations, rational equations, two-variable linear equations/inequalities and their graphs, systems of linear equations and inequalities, and an introduction to functions. This course may be used as an elective, but does not meet Gordon Rule requirements for B.A.S., A.A., or A.S. transfer students.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring mathematics achievement, successful completion of MAT 0028 with a grade of "C" or better, or exemption from placement testing.

MAT 2905 - Applied Teaching Techniques for Mathematics

The goals of this course are: refinement or acquisition of mathematics skills and connections between mathematics topics needed for successfully tutoring in an academic setting; acquisition of general methods of tutoring as well as specific tutoring techniques needed for specific courses. Teacher-tutor seminars, teacher-tutor conferences, and formal instruction will supplement the extensive tutoring experiences. Prerequisite: Consent of the department. A minimum grade of "C" is required.

Credit Hour(s): 4 Credit Hours When Offered: (Summer) Prerequisite(s):

Admission to the BS Middle Grades Math degree program

MGF 1106 - Practical Applications of Mathematics

This course is designed for those students requiring only general education mathematics courses. It includes systematic counting, probability, statistics, history of mathematics, geometry, sets, and logic. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Students who are exempt from placement testing may enroll in this course with no prerequisites. Students who are NOT exempt from placement testing may meet the prerequisite through any one of the following: (1) 114 or higher on the math section of the PERT OR (2) successful completion of MAT 0022 or MAT 0028 with a grade of "C" or better or equivalent or higher mathematics course.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

MGF 1107 - Math in Society

This course is designed for those students requiring only general education mathematics courses. Topics include numeration and mathematical systems, number theory, linear and exponential growth, history of mathematics, voting techniques, graph theory, and consumer mathematics. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Students who are NOT exempt from placement testing may meet the prerequisite through any one of the following: (1) 123 or higher on the math section of the PERT OR equivalent or appropriate placement score (2) successful completion of MGF 1106 with a grade of "C" or better or equivalent or higher mathematics course OR
(3) concurrent enrollment in MGF 1106

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

MTB 1103 - Business Mathematics

This course presents basic principles used to solve everyday business problems, including a review of basic skills and business terminology. Topics in the course include the following: base, rate and percentage, trade and cash discounts, wage and salary administration, insurance (fire and automobile), depreciation and business profits, distribution of corporate dividends, simple interest and bank discount, and buying and selling of corporation bonds and stocks.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Completion of MAT 0028 with a "C" or better or satisfactory test scores. Knowledge of basic computer and keyboarding skills are strongly recommended.

MTG 2206 - College Geometry

This course emphasizes Euclidean geometry and its relationship to logic, trigonometry, and coordinate geometry. The problems, proofs, constructions, and graphs involve the following: line segments, angles, triangles, polygons, parallel and perpendicular lines, slopes of lines, circles, and similarity. Trigonometry is presented in terms of right triangle relationships. Logic is the basis for deductive reasoning in proofs of theorems. Lines and other geometric figures are graphed in the rectangular coordinate system. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Offered As Needed) Prerequisite(s):

completion of MAC 1105 or equivalent with a "C" or better.

STA 2023 - Statistics

This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used

to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Medical Laboratory Techhnology MEA 1040C - Phlebotomy

This course trains students in blood collection by venipuncture and skin puncture. Students will also learn best safety practices, infection control, specimen processing, basic anatomy and physiology, and patient relations.

Credit Hour(s): 2 Credit Hours When Offered: (Fall)

MLT 1022C - Introduction to Medical Laboratory Technology

This course outlines the role of the medical laboratory technician and covers the basic principles, techniques, and vocabulary applicable to medical laboratory technology. It also provides overviews of the major regulatory agencies, professional associations, and safety practices. Students will learn basic laboratory mathematics, medical laboratory ethics, and specimen collection and handling. Admittance to the MLT program is required. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):

Admittance to the MLT program with the following completed: MAC 1105 - College Algebra , BSC 1085C - Anatomy and Physiology I , BSC 1086C - Anatomy and Physiology II or BSC 1010C - Principles of Biology I . A grade of C or higher is required on all courses.

Prereq/Corequisites:

MEA 1040C - Phlebotomy , A grade of C or higher required.

MLT 1221C - Urinalysis and Body Fluids

This course covers clinical testing and evaluation of urine and other body fluids. Students will learn to correlate physical, chemical, and microscopic lab findings with disease conditions. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):

Admittance to the Medical Laboratory Technology program.

MLT 1300C - Hematology I

This course overviews the theories and techniques involved in routine hematology. Topics include the hematopoietic system and blood cell physiology, maturation, and morphology. Students will learn blood cell enumeration, identification, hemoglobin analysis, and clinical correlations. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 4 Credit Hours When Offered: (Fall) Prerequisite(s):

Admittance to the Medical Laboratory Technology program.

MLT 1302C - Hematology II

This course is a continuation of Hematology I and presents advanced hematology topics as well as the principles and procedures of blood coagulation. Students will examine the role of blood vessels, platelets, and coagulation factors, as well as hematology and hemostasis disease factors. This course requires a grade of C or higher. This requires a lab fee.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):

Adminttance to the MLT program, MLT 1300C - Hematology I with a grade of C or higher.

MLT 1401C - Medical Microbiology

This course presents students with principles and methods used in clinical microbiology including taxonomy, isolation, identification, clinical relevance, and antibiotic susceptibility testing of pathogenic bacteria. Students will also receive an introduction to medical parasitology, mycology, and virology. Admittance to the MLT program is required. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 6 Credit Hours When Offered: (Fall) Prerequisite(s):

MCB 2010C - Microbiology, Allied Health with a grade of C or higher , Admittance to the MLT program

MLT 1500C - Immunology/Serology

This course covers basic concepts and laboratory practices related to clinical immunology with an emphasis on antibody-antigen interaction in specific diseases. Students will learn about the immune system and its components along with diagnostic principles and procedures involving serological and molecular testing related to immunity and immune disorders. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Admittance to the Medical Laboratory Technology program.

MLT 1525C - Immunohematology

This course overviews the basic theory and concepts of antigen-antibody reactions associated with blood cell transfusions and relates the concepts of immunology to blood banking procedures using the guidelines of the American Association of Blood Bank. Students will examine genetics, the structure of blood group antigens, the role of antibodies in transfusion, complement interactions, and compatibility testing. This course requires a grade of C or higher.
This course requires a lab fee.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):

Admittance to the MLT program; MLT 1022C - Introduction to Medical Laboratory Technology , MLT 1300C - Hematology I , MLT 1500C - Immunology/Serology all with a grade of C or higher.

MLT 1610C - Clinical Chemistry

This course outlines the theory, clinical correlations, and laboratory procedures related to the chemical analysis of clinical specimens. Students will receive in-depth instruction on specimen processing, analysis, test interpretation, and quality control procedures used in manual and automated clinical chemistry testing. Admittance to the MLT program is required. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 6 Credit Hours When Offered: (Spring) Prerequisite(s):

Admittance to the MLT program, CHM 1045C (grade of C or higher) OR CHM 1020 (grade of C or higher) with approval from program director

MLT 2800L - Clinical Practicum I

Students will be assigned to a clinical affiliate for supervised clinical laboratory experience in either the core laboratory, blood bank, or microbiology department. This learning experience allows students to perform routine analytical procedures, develop their laboratory skills, and apply program knowledge. This course requires a grade of C or higher.

Credit Hour(s): 4 Credit Hours When Offered: (Summer) Prerequisite(s):

MLT 1022C MLT 1221C MLT 1300C MLT 1302C MLT 1401C MLT 1500C MLT 1525C MLT 1610C MEA 1040C Minimum Grade of C

MLT 2807L - Clinical Practicum II

Students will be assigned to a clinical affiliate for supervised clinical laboratory experience in the blood bank either the core laboratory, microbiology department, or blood bank. This learning experience allows students to perform routine blood banking procedures, develop their laboratory skills, and apply program knowledge. This course requires a grade of C or higher. Prerequisite, all technical education classes.

Credit Hour(s): 4 Credit Hours When Offered: (Fall) Prerequisite(s):

MLT 1022C MLT 1221C MLT 1300C MLT 1302C MLT 1401C MLT 1500C MLT 1525C MLT 1610C MEA 1040C Minimum Grade of C

MLT 2811L - Clinical Practicum III

Students will be assigned to a clinical affiliate for supervised clinical laboratory experience in either the core laboratory, blood bank, or microbiology department. This learning experience allows students to perform routine analytical procedures, develop their laboratory skills, and apply program knowledge. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 4 Credit Hours When Offered: (Fall) Prerequisite(s):

MLT 1022C MLT 1221C MLT 1300C MLT 1302C MLT 1401C MLT 1500C MLT 1525C MLT 1610C MEA 1040C Minimum Grade of C

MLT 2930 - Medical Laboratory Technology Capstone

This online course prepares students to enter into clinical professions and allows students to apply their MLT knowledge to case studies and to review major areas of the MLT curriculum in preparation for certification. Students will complete a professional portfolio as well as written and oral projects related to their MLT coursework. This course requires a grade of C or higher. Prerequisites MLT 1221C, 1401C, 1302C, 1610C, 1525C, 1500C.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

MLT 1221C - Urinalysis and Body Fluids , MLT 1401C - Medical Microbiology , MLT 1302C - Hematology II , MLT 1610C - Clinical Chemistry , MLT 1525C - Immunohematology , MLT 1500C - Immunology/Serology grade of C or higher for all

Medical Office Skills HSA 1100 - Introduction to Health Care

This course provides an overview of the United States Healthcare System, including the economic, social, political, and

technological forces that shape the industry. The role of state and federal government and regulatory agencies in healthcare delivery is examined. The fundamental roles and responsibilities of healthcare team members are surveyed. Healthcare safety, security, and infection control procedures will also be discussed.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

HSC 1100 - Health Education

A systematic and comprehensive coverage of basic factual material, concepts, terminology, and important trends in major health areas of concern today.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

HSC 1400 - First Aid

Preparation to meet emergencies that occur in the school, home or on the highway. Instruction and practice in dressing and bandaging, care of wounds, shock, bone and joint injuries, cardiopulmonary resuscitation, transportation of the injured oral poisoning and other medical emergencies.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

HSC 1531 - Medical Terminology

An introduction to prefixes, suffixes, root words, combining forms, Latin and Greek forms, spelling, and pronunciation, with emphasis on building a working medical vocabulary based on body systems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

OST 1355 - Records Management

Methods and systems of filing used in business offices, filing equipment, and time-and-motion skills. Filing practice sets are used.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

OST 2335 - Business Communications

Business Communications is a comprehensive coverage of language structure and particular emphasis on writing superior business letters and reports. Instruction in principle, then illustration, and practice in applying the principles. A fundamental concept of the appearance, language and style, tone and psychology of effective business letters.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

Meteorology MET 1010C - Introduction to Meteorology

Structure of the atmosphere; weather processes, systems and phenomena; climate and climatic change, economic impact of weather. May be used to satisfy the AA degree Physical Science requirement for career goals other than sciences, engineering and pre-professional fields.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

Music MUL 1010 - Music Appreciation

Designed to develop a more intelligent understanding of and appreciation of music. By methodically surveying the main periods of Western Art Music from the Medieval Period through present day, this class will bring about an awareness of music as a vital source in human life, and will aid in developing positive attitudes toward culture and the fine arts. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. If used to meet AA Gordon Rule requirements for general education, a minimum grade of "C" is required. This course contains an oral communication component and may be used to satisfy the Speaking-Across-the- Curriculum requirement.

Credit Hour(s): 3 Credit Hours † ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as

meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

MUM 1620 - Audio and Acoustic Fundamentals

Audio and Acoustic Fundamentals explores the basics of audio systems and equipment and the acoustical environment in which they are used. Emphasis is placed on equipment terminology, function and acoustical listening. The two basic fundamentals are summed together to begin laying the basic foundation required to operate audio and recording equipment.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MUM 2300 - Introduction to the Music Industry

This course is an introduction to the history, principles, and practices of the music industry. Topics will include music publishing, copyright, distribution, industry organization, producing, and general business functions.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

MUM 2600 - Recording Techniques I

This course is designed as an introduction to basic audio engineering and studio practices. Listening exercises, phychoacoustics, microphone characteristics, and studio etiquette will be studied. In addition the student will study techniques and practices and procedures of multi-track recording, acoustical balancing, editing, and over dubbing in a variety of situations.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prereq/Corequisites:
MUM 1620

MUM 2601 - Recording Techniques II

This course explores advanced multi-track recording skills and audio production techniques, edits, use of outboard equipment and live multi-track recording.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
MUM 1620 , MUM 2600 .

MUM 2604 - Multi-Track Mixdown (Post Production)

This course explores the application of signal processing equipment as it relates to multi-track master mixdowns. In addition, software and hardware application of mixdown is applied to post-production practices.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
MUM 1620 , MUM 2600 , MUM 2601 .

MUN 1000 - Summer Ensemble Workshop

An ensemble workshop open to any student who desires to improve vocal and physical presentation skills. A variety of musical physical styles will be studied and performed. Students participating in Summer Ensemble Workshop will be expected to participate in several scheduled performances.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
experience in high school or a desire to learn.

MUN 1001 - Summer Ensemble Workshop II

An ensemble workshop and performance to improve vocal and physical presentation skills. A variety of musical physical styles will be studied and performed. Students participating in Summer Ensemble Workshop II will be expected to participate in several scheduled performances.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
MUN 1000 .

MUN 1002 - Summer Ensemble Workshop III

An ensemble workshop open to any student who desires to improve vocal and physical presentation skills. A variety of musical physical styles will be studied. Students participating in Summer Ensemble Workshop will be expected to participate in several scheduled performances.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
MUN 1000 , MUN 1001 .

MUN 1340A - NWFSC Show Choir I

A study of the fundamental techniques and principles of integrating dance, voice, music and acting into a performance show choir. Training in voice, jazz movement, character interpretation and personality presentation is covered. Membership is open to all part-time or full-time students on a credit or audit basis. All music majors and performance majors must participate. The show choir

appears in public performances at frequent intervals throughout the year.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):

Audition, consent of department, music or performance minor.

Note:

This course may be taken up to four times for credit.

MUN 1710A - Rock and Jazz Ensembles I

Music performing organization open to any student who wants to develop his or her performance repertoire. Laboratory studies include techniques of performing music, literature, practices, styles and media applicable to designated organized ensemble.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):

Some experience in high school bands, etc.

Note:

This course may be taken up to four times for credit.

MUN 1720A - Rock and Jazz Ensembles II

Music performing organization open to any student who wants to develop his/her performance repertoire. Laboratory studies include techniques of performing music, literature, practices, styles and media applicable to designated organized ensemble.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):

experience in high school bands.

Note:

This course may be taken up to four times for credit.

MUN 2371 - NWFSC Show Choir II

A study of the fundamental techniques and principles of integrating dance, voice, music and acting into a performance show choir. Training in voice, jazz movement, character interpretation and personality presentation is covered. Membership is open to all part-time or full-time students on a credit or audit basis. All music majors and performance majors must participate. The show choir appears in public performances at frequent intervals throughout the year.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):

MUN 1340A .

Note:

This course may be taken up to four times for credit.

MUS 1905A - Independent Study – Music

A defined independent study which is pursued under supervision of a faculty directing teacher and recorded through departmental procedures. Designed to permit a student to pursue non-scheduled academic and laboratory work which may be of a specialized or advanced nature and not available through classes or courses available on a college schedule. Departmental approval required. Placement test is required. The course includes Writing-Across-The-Curriculum. If used to meet Gordon Rule requirements for general education, a minimum grade of “C” is also required.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

Approval from department chair, a passing score on the standardized placement test measuring communication/verbal/reading achievement or successful completion of ENC 0025 [Inactive] and REA 0017 [Inactive].

MUS 1934 - Music - Special Topics

A defined special topics which is pursued under supervision of a faculty member and recorded through usual departmental procedures. This course may be taken up to four (4) times for credit.

Credit Hour(s): 3 When Offered: (Offered Fall, Spring)

MUS 2930 - Music – Special Topics

A defined special topics course which is pursued under supervision of a faculty member and recorded through usual departmental procedures. Designed to permit a student to pursue non-scheduled academic and laboratory work which may be of a specialized nature and not available through the college schedule.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Note:

*This course may be taken up to four times for credit.

MUT 1001 - Fundamentals of Music

A pre-theory course for the music major, non-music major, or for the elementary education major.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MUT 1111 - Music Theory I

A study of the fundamentals of basic musicianship, music notation, simple rhythms, key signatures, intervals, major and minor scales, intervals, triads, 7th chords, polyphonic composition and elementary keyboard work. This course also introduces students to tools necessary for analyzing musical compositions of the 17th & 18th centuries.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

MUT 1001 or Approval of Theory Faculty and successful completion of Theory Fundamentals Exam

Corequisite(s):

MUT 1241 [Inactive]

MUT 1112 - Music Theory II

A continuing study of the fundamentals of basic musicianship, music notation, rhythms, musical structures, species counterpoint, chord structures, polyphonic composition and keyboard work. This course is a continuing study of analytical models used for musical compositions of the 17th & 18th centuries.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

MUT 1111

Corequisite(s):

MUT 1242

MUT 1242 - Ear Training and Sight Singing II

A study of the fundamentals of basic musicianship with specific focus on elements of ear training and sight singing including, music notation, simple & compound rhythms identification and dictation, interval identification and dictation, major and minor scales identification and dictation, triad identification and dictation, and melodic and rhythmic dictation. This student will incorporate both rhythmic and tonal syllable systems.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):

MUT 1241 [Inactive]

Corequisite(s):

MUT 1112

MUT 2116 - Music Theory III

A continuing study of the fundamentals of basic musicianship, music notation, rhythms, musical structures, basic and advanced harmonic structures including secondary chords, polyphonic composition and keyboard work. This course is a continuing study of analytical models used for musical compositions of the 17th & 18th centuries.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

MUT 1112

Corequisite(s):

MUT 2246

MUT 2117 - Music Theory IV

A continuing study of the fundamentals of basic musicianship, music notation, rhythms, musical structures, basic and advanced harmonic structures including modulation, non-tonicizing fully diminished 7th chords, augmented 6th chords, mode mixture, Neapolitan chords, polyphonic composition and keyboard work. This course is a continuing study of analytical models used for musical compositions of the 17th & 18th centuries while providing an introduction to Romantic period and chromatic musical structures.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

MUT 2116

MUT 2246 - Ear Training and Sight Singing III

A study of the fundamentals of basic musicianship with specific focus on elements of ear training and sight singing including, music notation, intermediate and advanced rhythmic identification and dictation, identification and dictation of advanced sonorities, and melodic and rhythmic dictation. This student will incorporate both rhythmic and tonal syllable systems.

Credit Hour(s): 1 Credit Hour When Offered: (Fall) Prerequisite(s):

MUT 1242

Corequisite(s):

MUT 2116

MUT 2247 - Ear Training and Sight Singing IV

A study of the fundamentals of basic musicianship with specific focus on elements of ear training and sight singing including, music notation, intermediate and advanced rhythmic identification and dictation, identification and dictation of advanced sonorities, and melodic and rhythmic dictation. This student will incorporate both rhythmic and tonal syllable systems.

Credit Hour(s): 1 Credit Hour When Offered: (Spring) Prerequisite(s):

MUT 2246

Corequisite(s):

MUT 2117

MVK 1211 - Applied Music – Piano I

Private instruction in piano, as secondary instrument, consisting of one half-hour lesson per week. Minimum of one hour daily practice is required.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Note:

This course may be taken up to four times for credit.

MVK 1311 - Applied Music - Piano I for Majors

Private instruction in Piano in the freshman year of study as the student's principal performing medium. This one hour, weekly lesson is for intended piano majors, and requires Division Chair approval. A major component of this class is a required juried performance at the end of the semester for which three-four memorized selections from standard literature will be required.

Credit Hour(s): 2 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

MVK 1211 and Division Chair approval.

Note:

This course may be taken up to four times for credit.

MVK 2221 - Applied Music – Piano II

Private instruction in piano, as a secondary instrument, consisting of one half-hour lesson per week. Minimum of one hour daily practice is required.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring, Summer) Prerequisite(s):

MVK 1211.

Note:

This course may be taken up to four times for credit.

MVK 2321 - Applied Music - Piano II for Majors

Private instruction in Piano in the sophomore year of study as the student's principal performing medium. This one hour, weekly lesson is for intended piano majors, and requires Division Chair approval. A major component of this class is a required juried performance at the end of the semester for which a memorized sonata movement and three-four memorized selections from standard literature will be required.

Credit Hour(s): 2 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

MVK 1211 , MVK 1311 and Division Chair approval.

Note:

This course may be taken up to four times for credit.

MVP 1201 - Applied Music Secondary – Percussion I

Private instruction in percussion instruments to develop the student's performance ability in an applied area. One half-hour private lesson per week. Minimum of one hour daily practice is required.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Note:

This course may be taken up to four times for credit.

MVP 2202 - Applied Music Secondary – Percussion II

Private instruction in percussion instruments to develop the student's performance ability in an applied area. One half-hour private lesson per week. Minimum of one hour daily practice.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):

MVP 1201 .

Note:

This course may be taken up to four times for credit.

MVS 1016 - Applied Strings – Guitar I

Private instruction on guitar. Designed to equip the student for continuing study leading progressively to greater proficiency.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring, Summer) Note:

This course may be taken up to four times for credit.

MVS 1017 - Applied Strings – Bass Guitar I

Private instruction in guitar. Designed to equip the student for continuing study leading progressively to greater proficiency.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Note:

This course may be taken up to four times for credit.

MVS 1201 - Applied Music Secondary – Strings I

Private instruction: one half-hour private lesson per week. Minimum one hour daily practice. For non-music majors and music majors.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring, Summer) Note:

This course may be taken up to four times for credit.

MVS 2026 - Applied Strings – Guitar II

Private instruction in guitar. Designed to equip the student for continuing study leading progressively to greater proficiency.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring, Summer) Prerequisite(s):

MVS 1016 .

Note:

This course may be taken up to four times for credit.

MVS 2202 - Applied Music Secondary – Strings II

Private instruction: one half-hour private lesson per week. Minimum one hour daily practice. For non-music majors and music majors.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):

MVS 1201 .

Note:

This course may be taken up to four times for credit.

MVV 1211 - Applied Music – Voice I

Private instruction in voice, as a secondary instrument, consisting of one half-hour session per week, with a minimum of one hour daily practice.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring, Summer) Note:

This course may be taken up to four times for credit.

MVV 1311 - Applied Music - Voice I for Majors

Private instruction in voice in the freshman year of study as the student's principal performing medium. This one hour weekly lesson is for intended voice majors, and requires Division Chair approval. A major component of this class is a required juried performance at the end of the semester for which four memorized selections from standard literature will be required.

Credit Hour(s): 2 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

MVV 1211 and Division Chair approval.

Note:

This course may be taken up to four times for credit.

MVV 2221 - Applied Music – Voice II

Private instruction in voice, as a secondary instrument, consisting of one half-hour lesson per week, with a minimum of one hour daily practice.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring, Summer) Prerequisite(s):

MVV 1211 .

Note:

This course may be taken up to four times for credit.

MVV 2322 - Applied Music - Voice II for Majors

Private instruction in voice in the sophomore year of study as the student's principal performing medium. This one hour, weekly lesson is for intended voice majors, and requires Division Chair Approval. A major component of this class is a required juried performance at the end of the semester for which six memorized selections from standard literature will be required.

Credit Hour(s): 2 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

MVV 1211 , MVV 1311 and Division Chair approval.

Note:

This course may be taken up to four times for credit.

TPA 1291 - Technical Theatre Lab II

This course is designed to continue to complement other technical theatre courses by giving the student the opportunity for hands-on interaction in a structured lab setting. Students will be assigned duties appropriate for their skills that will synthesize the classroom experience.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as Needed) Prerequisite(s):

TPA 1290

Networking CNT 1000C - Introduction to Networks

This course introduces the student to the basics of Internetworking technology. This is also the first of three courses designed to prepare a student to take the Cisco Certified Network Associate Exam. The student will study networks and layers, networking devices, IP addressing, ARP and RARP, media and design, topology, structured cabling, electricity, and electronics and network management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

CNT 1700C - Routing, Switching and Wireless Essentials

This course introduces the student to the architecture, components, and operations of routers and switches in small networks and introduces wireless local area networks and security concepts. This is the second of three courses designed to prepare the student to take the Cisco Certified Network Associate Exam. Students learn how to configure and troubleshoot routers and switches for advanced functionality using security best practices and resolve common issues with protocols in both IPv4 and IPv6 networks.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

CNT 1000C minimum grade of C

CNT 2211C - Enterprise Networking, Security, and Automation

This course describes the architectures and considerations related to designing, securing, operating, and troubleshooting enterprise networks. This course covers wide area network technologies and quality of service mechanisms used for secure remote access. This is the third of three courses designed to prepare the student to take the Cisco Certified Network Associate Exam. It also introduces software-defined networking, virtualization, and automation concepts that support the digitalization of network management tools. The students learn key concepts of software-defined networking, including controller-based architectures and how application programming interfaces (APIs) enable network automation.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

CNT 1700C minimum grade of C

Nursing NSP 3640 - Nursing Care of Military and Veteran Populations

This course is designed to identify the unique healthcare needs of military and veteran populations in the United States in order to prepare students and practicing nurses to develop competence in designing nursing interventions within civilian and government agencies in which military members and veterans seek healthcare. In accordance with the ANA's pledge (2012) to raise awareness of the unique conditions and needs of military veterans and their families, this course supports the Joining Forces initiative to further nursing training to include specialized topics such as traumatic brain injury, post-traumatic stress disorder, trauma rehabilitation, and understanding the military and veteran's healthcare delivery system.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

NSP 4275 - Introduction to Critical Care Nursing

This course examines the needs of the critically ill client. As part of the human experience, the integrity of the individual and family may be disrupted by a critical illness. During such time, the critical care nurse assists the individual and family to restore life processes to a state of dynamic equilibrium. This course emphasizes the involvement through use of scientific rationale and application of the nursing process in providing care to the individual client and family. Critical care concepts and skills for promoting client and family well-being are stressed.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as Needed) Prerequisite(s):

RN LICENSURE

NUR 1021C - Nursing Process I

This course introduces concepts and principles of holistic nursing care. Students will build on knowledge obtained in the biophysical and psycho-social sciences in this first of four required theory courses in the nursing curriculum. Content includes an introduction to healthcare systems, ethical-legal aspects of nursing practice, health and illness, communications, functional health patterns of clients, stress-adaptation, professional behaviors, and all steps of the nursing process with emphasis on assessment of older adult clients. Students begin socialization into the role of the Associate Degree Nurse as a member of an interdisciplinary healthcare team.

Credit Hour(s): 6 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Admission to the AS Nursing Program; BSC 1085C , ENC 1101 , Core College Level Math

Corequisite(s):

NUR 1021L

Prereq/Corequisites:

BSC 1086C

Note:

Special Nursing Program policies may apply to this course.

NUR 1021L - Nursing Process I Clinical Experience

This course introduces students to the role of the Associate Degree Nurse in providing direct, holistic nursing care to young, middle-aged and older adults who are hospitalized or in community settings. Students are introduced to all steps of the nursing process with a focus on assessment skills. Students will identify self-learning needs and set their own goals for improvement. Critical thinking and working effectively with peers and other healthcare professionals as a team member is expected. The demonstration of caring behaviors and therapeutic communication as a provider of bedside, technical nursing care is emphasized. Students must demonstrate safe performance of basic nursing skills, including but not limited to medication administration, physical assessment, and comfort care.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

Admission to the AS Nursing Program; BSC 1085C , ENC 1101 , Core College Level Math

Corequisite(s):

NUR 1021C

Prereq/Corequisites:

BSC 1086C

Note:

Special Nursing Program policies may apply to this course.

NUR 1143 - Pharmacological Principles in Nursing

This course introduces students to concepts and principles ofpharmacology related to safeadministration of therapeutic agents within the nursing process framework. Students begin to learn major drug classifications and selected exemplars along with principles of safe, effective administration of drugs. Students will learn dosage calculation, as well as factors that affect the absorption, excretion, distribution, and metabolism of drugs, and drug actions, adverse effects and interactions.

Credit Hour(s): 2 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 1021C or LPN licensure

NUR 1231C - Nursing Process II

An introduction to the role of the associate degree nurse in providing direct, holistic nursing care to young, middle-aged and elderly adults who are hospitalized or receiving care in community settings. Emphasis is on applying all steps of the nursing process with focus on assessment skills. Pre-requisite college foundation and nursing courses provide theoretical bases for nursing care. Critical thinking is an expected behavior along with skills in working ethically and effectively with peers and other health care professionals as a team member; demonstrate caring behaviors and therapeutic communication with clients as a provider of bedside, technical nursing care. The student is expected to demonstrate safe performance of basic nursing skills, e.g., medication administration, physical assessment and comfort care of hospitalized adults and nursing home residents.

Credit Hour(s): 5 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 1021L , NUR 1021C , OR LPN LICENSURE, BSC 1086C

Corequisite(s):

NUR 1750L

Prereq/Corequisites:
DEP 2004

Note:
Special Nursing Program policies may apply to this course.

NUR 1750L - Nursing Process II - Clinical Experience
This course builds on competencies presented in Nursing Process I regarding the role of the Associate Degree Nurse in providing direct, holistic nursing care for adult clients experiencing dysfunctional health patterns. Clinical experiences in hospitals, clinics, and community settings provide students with opportunities to apply the nursing process in care of clients, including the older adult. Students continue to develop management skills through conflict management and other professional behaviors. Students demonstrate safe performance of all basic and more complex nursing skills.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
NUR 1021L , NUR 1021C , OR LPN LICENSURE, BSC 1086C

Corequisite(s):
NUR 1231C

Note:
Special Nursing Program policies may apply to this course.

NUR 1940L - Summer Clinical Enrichment
This elective course is designed to offer students the opportunity to gain additional clinical practice during the summer semester. Working with a preceptor and the nursing faculty in area hospitals, the student will be able to perform all skills learned in successfully completed nursing courses. Core Course in these Programs

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
NUR 1750L - Nursing Process II - Clinical Experience or NUR 1021L - Nursing Process I Clinical Experience

NUR 2233C - Nursing Process III
Students continue to use the nursing process and critical thinking with emphasis on primary and secondary prevention as nursing interventions in clients experiencing threats to functional health patterns, including children whose normal lines of defense have been invaded by stressors to the degree thathospitalization is necessary.Nursing practice issues continue to focus on ethical-legal issues related to acute and/or chronicillness and disability.Management skills include delegation and career development.

Credit Hour(s): 6 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
NUR 1231C , NUR 1750L , and NUR 1143

Corequisite(s):
NUR 2233L

Prereq/Corequisites:
MCB 2010C

NUR 2233L - Nursing Process III – Clinical Experience
Students continue to use the nursing process and critical thinking with emphasis on primary and secondary prevention as nursing interventions in clients experiencing threats to functional health patterns, including children whose normal lines of defense have been invaded by stressors to the degree thathospitalization is necessary.Nursing practice issues continue to focus on ethical-legal issues related to acute and/or chronicillness and disability.Management skills include delegation and career development.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 1231C , NUR 1750L , and NUR 1143

Corequisite(s):
NUR 2233C

Prereq/Corequisites:
MCB 2010C

Note:
Special Nursing Program policies may apply to this course.

NUR 2241C - Nursing Process IV
Students integrate knowledge and principles of the biophysical and psychosocial sciences to solve life-threatening problems that

affect a limited number of critically ill clients in a variety of clinical settings. Students differentiate holistic nursing care therapies in primary, secondary and tertiary care settings. Students become proficient in applying all steps in the nursing process with emphasis on evaluating nursing care outcomes. Students apply critical thinking skills in exploring case-based practice situations and work together in learning seminars to select effective client care improvement processes. Self-evaluation is part of the socialization process to prepare students for the work world as competent, caring staff nurses. Nursing practice issues include licensure standards and continued professional development.

Credit Hour(s): 5 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 2233L , NUR 2233C , MCB 2010C

Corequisite(s):

NUR 2241L

Note:

Special Nursing program policies may apply to this course.

NUR 2241L - Nursing Process IV – Clinical Experience

Students integrate knowledge and principles of the biophysical and psychosocial sciences to solve life-threatening problems that affect a limited number of critically ill clients in a variety of clinical settings. Students differentiate holistic nursing care therapies in primary, secondary and tertiary care settings. Students become proficient in applying all steps in the nursing process with emphasis on evaluating nursing care outcomes. Students apply critical thinking skills in exploring case-based practice situations and work together in learning seminars to select effective client care improvement processes. Self-evaluation is part of the socializationprocess to prepare students for the work world as competent, caring staff nurses. Nursing practice issues include licensure standards and continued professional development.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 2233C , NUR 2233L , MCB 2010C

Corequisite(s):

NUR 2241C

Note:

Special Nursing Program policies may apply to this course.

NUR 2811L - Nursing Capstone

This capstone course provides a time during the last four weeks of the nursing program in which students begin to transition from the student role into the graduate role as an associate degree nurse. Students attend seminar hours and complete standardized testing for evaluation in proficiency in applying all steps in the nursing process with emphasis on evaluating safe nursing care outcomes. Students complete clinical practice hours with an experienced registered nurse preceptor to provide holistic nursing care for a limited number of clients. The focus is on demonstration of all professional behaviors and competencies expected of the associate degree registered nurse graduate at entry level. Clinical experiences provide hands-on learning opportunities, enhancing clinical thinking, safe nursing judgment, and clinical confidence in skills. Clinical experiences take place in a variety of clinical settings and work schedules.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prereq/Corequisites:

NUR 2241C and NUR 2241L

Note:

Special Nursing Program policies may apply to this course.

NUR 3067C - Health Assessment

This course is designed to develop the student's knowledge for obtaining and recording a systematic, comprehensive health history, psychosocial assessment, and physical examination of the adult. The course involves the synthesis of nursing, biologic, psychologic, and sociocultural knowledge and theories as they apply to the findings obtained in the comprehensive health assessment of clients of various ages. During the experiential learning component, emphasis will be placed on collection of a database through physical assessment, history taking and interviewing.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Admission to the BSN program, compliance with the clinical screening platform.

NUR 3071 - Writing for Success in Nursing

This course is designed to develop the student's knowledge for writing at the upper division nursing level. The course includes information regarding use of APA format and scholarly writing resources.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):

Admission to the BSN program and all enrollment conditions met.

NUR 3080 - Dimensions of Baccalaureate Nursing Practice

This course will provide Registered Nurses, who are returning to school to earn a Baccalaureate degree, an opportunity to advance professional practice concepts. As designed, the course engages the student intellectually in an ongoing professional dialogue and journey with peers, colleagues, and instructors that serves to broaden the student's professional development and builds on preexisting knowledge and experiences. The course curriculum is written for adult learners with the characteristics of self-direction, prior experience, applicability to practice, and motivation to meet the challenge to expand their knowledge base and to utilize advanced critical thinking skills.

Credit Hour(s): 3 Credit Hours When Offered: (All) Prerequisite(s):

Admission to the BSN program and meets all enrollment conditions.

NUR 3826 - Nursing Ethics

This course provides an in-depth exploration of ethical principles and moral reasoning as the foundation of nursing practice. The ANA Code of Ethics will be used as a framework for examining current issues in healthcare delivery across the age span from reproductive issues to end-of-life care.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

Admission to the BSN program and all enrollment conditions met.

NUR 3837 - Health Care Issues

This course provides a forum for the exploration and evaluation of concerns germane to contemporary nursing. The focus of this course is on the nursing profession and current major issues and problems that concern it. Social forces influencing changes in the nursing profession are analyzed in terms of historical antecedents and their current manifestations. Recently passed, and pending legislature at both the national and state levels is emphasized.

Credit Hour(s): 3 Credit Hours When Offered: (Spring, Summer) Prerequisite(s):

Current RN licensure. Admission to the BSN program and all enrollment conditions met.

NUR 4125 - Clinical Pathophysiology

This course examines in detail the underlying process involved in the development, evolution, manifestations, and complications of common clinical diseases across the life span, and compares normal and abnormal states. The biological bases for therapeutic clinical actions are examined.

Credit Hour(s): 3 Credit Hours When Offered: (All) Prerequisite(s):

NUR 3067C

NUR 4165 - Evidence-Based Practice: Incorporating Nursing Research

This course is designed to provide students with an introduction to the research process and evidence-based practice. The purpose of the course is to stimulate interest in nursing research, to enable students to understand and judge the usefulness of scientific findings, and to develop an understanding of how clinical proficiency is combined with experimental proof to produce nursing practices based upon evidence. An online teaching method is used with optional workshops available to students.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

STA 2023 .

NUR 4615C - Family and Community Health Nursing

The Family and Community Health Nursing course is designed to facilitate the conceptualizing of family, population groups, and community as units of care from diverse cultures, ethnic, and social backgrounds. The student is provided an experiential learning component to assess the health needs of selected families and groups in the community setting with selected health promotion, risk reduction, and disease prevention. The nursing process is used to examine multiple influences impacting life-course experiences of families and communities to enhance functioning.

Credit Hour(s): 5 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 3067C , NUR 3080 , completion of all General Education requirements, and continued compliance with the clinical screening platform.

NUR 4827C - Nursing Leadership and Management

This course focuses on evidence-based principles of nursing leadership, management, collaboration, and coordination in healthcare settings. Students engage in a variety of healthcare clinical scenarios applying principles of leadership and management integral to professional nursing practice through safety-enhanced technology and legal and ethical standards. Students examine concepts and theories for managing practical change, communication, and conflict resolutions with interdisciplinary teams respecting differing values, beliefs, and preferences in decision-making. Students demonstrate effective planning to implement and

evaluate process improvement in nursing practice. Students engage in professional and personal reflection demonstrating value to on-going professional and personal development.

Credit Hour(s): 5 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 3080 - Dimensions of Baccalaureate Nursing Practice , NUR 4165 - Evidence-Based Practice: Incorporating Nursing Research , and NUR 4615C - Family and Community Health Nursing

Corequisite(s):

NUR 4956 - Portfolio

NUR 4956 - Portfolio

This course will provide students an opportunity to complete and evaluate their electronic professional portfolio to express their professional nursing expertise and proficiency.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):

NUR 3080

Corequisite(s):

NUR 4827C

SPN 3036 - Spanish for Health Care Providers

Spanish for Health Care Providers is designed for individuals majoring in nursing or working in health-related areas. The course focuses on vocabulary needed for the healthcare workplace, with grammar taught as a task-based practical skill. Students will learn phrases used to complete health assessments which include conducting interviews, filling out forms, writing reports, and reading and understanding medical articles and brochures. Prevalent disease processes will be discussed as well as cultural practices that affect health care, specifically the health care of Spanish-speaking patients. This course does not fulfill any part of the Florida state language requirements.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

Nutrition HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

Oceanography OCE 1001C - Oceanography

A survey of the physics, chemistry, geology and biology of the oceans. Interrelationships between the atmosphere and oceans, methods of measurement and research, processes of coastal change and marine conservation. May be used to satisfy A.A. requirements in physical science for career goals other than the sciences, engineering, and pre-professional healthcare.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring)

Paramedics EMS 0002 - 911 Public Safety Telecomm

This course is designed for those Public Safety Telecommunicators that are currently employed by public safety organizations, or for those that are interested in a career in public safety telecommunications within the State of Florida. This PST course covers the basics skills, knowledge, and abilities every successful public safety Telecommunicators needs to meet the demands of this critical work. Building on foundational topics such as communication skills, call taking and radio techniques, the PST course incorporates the most up-to-date information on technology and work-related issues in Public Safety Communications Centers. Topics include NextGen 9-1-1, emerging technologies, continuing education and liability. Participants will engage in online class work and will acquire the skills necessary for receiving and dispatching functions related to 911 calls. Upon successful completion of this course, participants will be approved to take the state exam for Certification as a Florida Public Safety Telecommunicator.

Credit Hour(s): 232 Clock Hours/7.73 Vocational Credits When Offered: (Fall, Spring, Summer)

Note:

*Vocational courses are not applicable to the AA or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

EMS 0110 - Emergency Medical Technician

This is an instructional program that prepares students for employment as emergency medical technicians and treat various medical/trauma conditions using appropriate equipment and materials. The program prepares students for certification as EMT's in accordance with Chapter 64J of the Florida Administrative Code. This is the initial level for a career in emergency medical services and the primary prerequisite for paramedic training and certification.

Credit Hour(s): 300 Clock Hours/10.00 Vocational Credits When Offered: (Offered as needed)

Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

EMS 1119C - Emergency Medical Technician

Emergency Medical Technician is designed to prepare the student with the necessary fundamental knowledge to be successful in meeting Emergency Medical Technician certification and licensing requirements. Students will learn how to assess, treat and transport the sick and injured at the level of the Emergency Medical Technician-Basic. There is emphasis on assessment based learning and complies with National DOT EMS Education Standards.

Credit Hour(s): 6 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

permission of the EMS Director and AHA CPR for the Healthcare Provider

Corequisite(s):

EMS 1401L .

EMS 1337 - Defensive Tactics

Designed to provide EMS personnel with fundamental knowledge of the recognition of aggressive/violent behavior, and use of appropriate verbal and physical skills to control aggressive behavior in the course of providing emergency care.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

admission to the Paramedic program or permission of instructor.

EMS 1401L - EMT Lab

An integrated experience that is designed to allow the student to apply practical experience to material learned in Emergency Medical Technician. Students will learn how to assess, treat and transport the sick and injured at the level of the Emergency Medical Technician-Basic in the laboratory environment, area hospitals and advanced life support EMS ambulances. There is emphasis on assessment based learning and complies with National DOT EMT-Basic curriculum.

Credit Hour(s): 6 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

permission of the EMS Director and AHA CPR for the Healthcare Provider

Corequisite(s):

EMS 1119C .

EMS 2232 - Paramedic Processes II

Second course in the sequence necessary for Paramedic program completion. Integrates and reinforces concepts and clinical skills learned in Paramedic Processes I, with emphasis on pharmacology, cardiology and Advanced Cardiac Life Support (ACLS) skills. Other topics include assessment and management of OB/GYN emergencies, psychiatric emergencies, pediatric emergencies, musculoskeletal injuries and mass casualty situations. Consistent with the most current DOT curriculum.

Credit Hour(s): 6 Credit Hours When Offered: (Spring) Prerequisite(s):

EMS 2231 [Inactive]

Corequisite(s):

EMS 2436L .

EMS 2342 - Advanced Extrication

Focus is on advanced principles of gaining access to and disentanglement of victims of vehicular crashes. Emphasis is placed on victim and rescuer safety. Actual use of available rescue tools is included. Packaging of patients to protect against possible spinal injury is demonstrated and assessed. The course takes place with a mock scene and "junk" cars are used for experience with

rescue tools.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed)

EMS 2435L - Paramedic Lab I

The clinical and skills laboratory companion course to EMS 2231C. Designed to provide instruction in advanced paramedic skills and the opportunity to apply these skills in the clinical setting. By state rule, the instructor-to-students ratio will not exceed six students to one instructor.

Credit Hour(s): 5 Credit Hours When Offered: (Fall) Prerequisite(s):

admission to the Paramedic program

Corequisite(s):

EMS 2231 [Inactive].

EMS 2436L - Paramedic Lab II

This course is the clinical companion course to EMS 2232C, Paramedic Processes II. It is designed to provide instruction in the advanced paramedic skills and the opportunity to apply them in the clinical setting. By state rule, the instructor-to-student ratio will not exceed six students to one instructor.

Credit Hour(s): 5 Credit Hours When Offered: (Spring) Prerequisite(s):

EMS 2435L

Corequisite(s):

EMS 2232 .

EMS 2438C - Advanced Clinical Internship

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired in the program of study. The student will work with a qualified work site supervisor on approved projects related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a unique set of objectives and assessments. This is the capstone course for the Paramedic Program.
Instructor permission is required.

Credit Hour(s): 6 Credit Hours When Offered: (Summer) Prerequisite(s):

EMS 2232 , EMS 2436L and permission of the instructor

EMS 2552 - Advanced Cardiac Life Support (ACLS)

An intense overview of the guidelines for emergency cardiac care and cardiac arrest management as published by the American Heart Association. Students must successfully pass a written examination and a skills proficiency performance examination to receive the "ACLC Provider" and successfully pass the course.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

EMT certificate and CPR for Health Care Providers certification.

EMS 2553 - Pediatric Advanced Life Support (PALS)

Designed for the EMS student. Fundamentals of recognizing infants and children who are at risk for cardiopulmonary arrest, including the strategies that are needed to prevent cardiopulmonary arrest in infants and children and the cognitive and psychomotor skills needed to resuscitate and stabilize infants and children in respiratory failure, shock or cardiopulmonary arrest.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

EMT certificate or permission of the instructor.

EMS 2555 - Prehospital Trauma Life Support

Fundamentals of managing traumatic injuries at the basic and advanced levels in accordance with the NAEMT PHTLS guidelines. The recognition and treatment of specific traumatic injuries such as pneumothorax, closed head injury, hemothorax, compensated and decompensated shock, fractures, uncontrolled bleeding, internal injuries of the abdomen and thorax. Emphasis is on rapid assessment, management and transport with discussion on mechanism of injury and kinematics of trauma.

Credit Hour(s): 1 Credit Hour When Offered: (Summer) Prerequisite(s):

EMT Certification or instructor permission

Philosophy PHI 2010 - Introduction to Philosophy

Central concepts of philosophy are developed, including a description of the main philosophical problems involved through ancient,

medieval, and contemporary thought. This is a Writing-Across-the-Curriculum course and a Speaking-Across-the-Curriculum course requiring selected written and speaking assignments. If used to meet AA Gordon Rule requirements for general education, a minimum grade of "C" is required.

Credit Hour(s): 3 Credit Hours † ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

PHI 2600 - Introduction to Ethics

Ways to frame and resolve ethical issues are studied. Major historical theories including consequentialism, deontology, and virtue ethics are presented in moral arguments and narratives. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours † ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

PHI 2930 - Philosophy – Special Topics

A defined special topics course which is pursued under supervision of a faculty member and recorded through usual departmental procedures. Designed to permit a student to pursue non-scheduled academic and laboratory work which may be of a specialized nature and not available through the college schedule.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

Photography PGY 1220C - Commercial Photography I

A beginning course that introduces students to the procedures and aesthetics of developing photographic illustrations for industrial and advertising use. Students will gain experience using a high quality digital studio camera, electronic lighting, and digital applications of their work. It is recommended that students take PGY 1801C prior to or at the same time as this course.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring)

PGY 1801C - Digital Photography I

An intermediate level photography course where creative idea generation and composition in photography are emphasized. Students research more deeply the history of photography and apply new skills to creative digital photographic work. Access to an appropriate high quality digital camera required.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring)

Physical Education HLP 1081 - Wellness: Practice and Theory

A course designed to promote wellness through assessment, instruction and fitness programs which, if applied, will enable the individual to achieve and/or maintain a high quality of health and fitness throughout life. Based on assessment test results a physical examination by a physician may be recommended.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

PEL 1212A - Advanced Softball

Instruction, practice, and participation in advanced softball. The continuous development of physical skills is of major importance in

this course.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed)

PEL 1213 - Advanced Softball II

This course is a continuation of Advanced Softball, which consists of instruction, practice, and participation in advanced softball. The continuous development of physical skills is of major importance in this course.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):
PEL 1212A (Athletes)

PEL 1217A - Advanced Baseball

Instruction, practice, and participation in advanced baseball. The continuous development of physical skills is of major importance in this course.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed)

PEL 1219 - Advanced Baseball II

This course is a continuation of Advanced Baseball, which consists of instruction, practice, and participation in advanced baseball. The continuous development of physical skills is of major importance in this course.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):
PEL 1217A (Athletes)

PEL 1624M - Advanced Basketball (Men)

This course is a high intensity, drill-oriented program designed to increase the knowledge, skill ability, and endurance levels of individuals interested in basketball. Instruction includes various aspects of the game of basketball including rules and regulations, basic fundamentals, offensive set, defensive sets, and scouting procedures. Instruction will be given through classroom lectures, as well as on-the-court lectures and activities. It is strongly recommended that students participate in an exercise program outside of class hours. It may be recommended and in some cases required that the student obtain medical approval before participating in this course.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed)

PEL 1624W - Advanced Basketball (Women)

This course is a high intensity, drill oriented program designed to increase the knowledge, skill ability, and endurance levels of individuals interested in basketball. Instruction includes various aspects of the game of basketball including: rules and regulations, basic fundamentals, offensive set, defensive sets, and scouting procedures. Instruction will be given through classroom lectures, as well as on-the-court lectures and activities. It is strongly recommended that students participate in an exercise program outside of class hours. It may be recommended and in some cases required that the student obtain medical approval before participating in this course.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed)

PEL 1626M - Advanced Basketball II (Men)

This course is a continuation of Advanced Basketball for Men, which consists of a high intensity, drill -oriented program designed to increase the knowledge, skill ability, and endurance levels of individuals interested in basketball. Instruction includes various aspects of the game of basketball including rules and regulations, basic fundamentals, offensive set, defensive sets, and scouting procedures. Instruction will be given through classroom lectures, as well as on-the-court lectures and activities. It is strongly recommended that students participate in an exercise program outside of class hours. It may be recommended and in some cases required that the student obtain medical approval before participating in this course.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):
PEL 1624M (Athletes)

PEL 1626W - Advanced Basketball II (Women)

This course is a continuation of Advanced Basketball for Women, which consists of a high intensity, drill -oriented program designed to increase the knowledge, skill ability, and endurance levels of individuals interested in basketball. Instruction includes various aspects of the game of basketball including rules and regulations, basic fundamentals, offensive set, defensive sets, and scouting procedures. Instruction will be given through classroom lectures, as well as on-the-court lectures and activities. It is strongly recommended that students participate in an exercise program outside of class hours. It may be recommended and in some cases required that the student obtain medical approval before participating in this course.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):
PEL 1624W (Athletes)

PEM 1131A - Strength Training

This course is a high intensity lecture/demonstration and flexible lab hour weight training program designed to increase the size, strength, and endurance of the skeletal muscle system. Instruction includes, but is not limited to, weight training safety, etiquette, history, and nutrition. Instruction will be given in the design of progressive resistance programs to increase total body efficiency and to meet the objectives of the individual student. Students are responsible for determining fitness for training, and those with medical problems which restrict personal activities are encouraged to obtain medical clearance before enrolling in the course.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

PEM 2108 - Fitness Lab

Instruction and participation in an exercise program with emphasis on muscle endurance, strength and flexibility.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):

HLP 1081 or approved wellness assessment by the department chair.

Note:

This course may be taken up to four times for credit.

PET 1000 - Introduction to Physical Education

A study of the history of physical education and sport with particular emphasis placed on present practices and trends.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

PET 2622 - Care and Prevention of Athletic Injuries

Designed to provide students with a basic knowledge of the care, prevention, and rehabilitation of injuries received during participation in physical education activities to include the effects and dangers of drug use including performance enhancing drugs.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

Physical Science AST 1005 - Introduction to Astrobiology

This course will explore the scientific evidence for the possibility, probability, and potential nature of life that might exist beyond the Earth. Contemporary discoveries about current and past conditions suitable for the origin of life on Mars and some of the moons orbiting other planets in our own solar system are reviewed in the context of what we understand about life on Earth. The question of life in other solar systems is also covered. Space travel and problems regarding intelligent extra-terrestrial beings visiting the Earth and intelligent life beyond the Earth but still within our own solar system are also discussed. All this is done in a fashion which integrates the various branches of science required to understand life beyond the Earth: Astronomy, Biology, Chemistry, Geology, and Physics. There are no prerequisites for this course and it may be taught in a team fashion by faculty members from various scientific disciplines.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

ISC 1003 - Natural Disasters – Causes, Consequences, Human Response

This interdisciplinary course investigates natural catastrophic events, such as earthquakes, volcanic eruptions, tsunamis, hurricanes and floods. This class will use an environmental studies approach to examine how modern society exacerbates the damage caused by these natural phenomena and methods to mitigate human suffering. The student will gain an appreciation of humankind's relationship to the natural environment.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

ISC 4145 - Environmental Systems

Environmental Systems will expose students to a broad overview of the structure and processes occurring on Earth. Students will gain a broad understanding of the interactions between the atmosphere, biosphere, lithosphere, and hydrosphere. Course topics will be related to current environmental issues and our local ecosystems. This course is focused on Earth System Science content with development of methods specific to teaching middle school science as a secondary objective.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

(1) any two-course laboratory sequence in the natural sciences (i.e., Principles of Biology I & II, Principles of Geology I & II, College Chemistry I & II, Physics I & II, College Physics I & II, Anatomy & Physiology I & II); (2) any GLY course; (3) and either CHM1020 (Chemical Science) or PHY1020 (Physical Science).

PHY 1020 - Physical Science

A one term course of lectures and demonstrations designed 1) to meet the general education requirements in physical science for non-science majors and 2) for students who need a preparatory course prior to taking physics. The course presents the fundamental classical and modern concepts of physics in the area of mechanics, energy, wave motion, electromagnetism, and atomic structure. Also topics in earth science and astronomy will be discussed.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Physical Therapist Assistant PHT 1007 - Topics in Physical Therapy

This course provides an introduction of the physical therapy profession, to include the history, ethics, settings, trends, medical terminology, and professional issues. Delineation of the roles of the health care team, physical therapy personnel, and communication skills required as a healthcare provider. Various regulatory agencies, practice rules and regulations are also included. The student will also explore the psychological and sociological effects of disabilities, including the impact of culture and economics on the patient and family. This course requires a grade of C or higher.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Admission to the PTA Technical Program.

PHT 1128 - Functional Anatomy and Kinesiology

This course provides an in-depth study of the structure and function of the musculoskeletal system, with emphasis on the biomechanical principles of human motion, to include the organization and function of the nervous system and how it interacts with the musculoskeletal system for control and balanced mobility of the human body. Foundations of functional motions will be covered, such as biomechanics of muscle action, levers and torques in relation to human body, and basic physics concepts that applies to physical therapy. This course requires a grade of C or higher.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Admission to the PTA Technical Program.

Corequisite(s):
PHT 1128L - Functional Anatomy and Kinesiology Lab

PHT 1128L - Functional Anatomy and Kinesiology Lab

In this course, the student will have the opportunity to practice and refine the concepts taught in PHT 1128. Students will develop basic physical therapy skills in palpation of bony landmarks, goniometry, gross manual muscle testing, and analysis of muscle function as it relates to the biomechanical principles of human motion. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):
Admission to the PTA Technical Program.

Corequisite(s):
PHT 1128 - Functional Anatomy and Kinesiology

PHT 1200 - Basic Patient Care

This course introduces students to basic patient care skills, patient positioning and draping, treatment area preparation, transfers, wheelchair management, and data collection skills. Wound care principles are introduced including types of wounds/burns and other integumentary issues, stages of healing, treatment/dressings, and care/prevention of pressure ulcers. This course is intended to provide an in-depth exposure to the basic skills necessary in the clinic setting and appropriate professorial behaviors. This course requires a grade of C or higher.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):
PHT 1007 - Topics in Physical Therapy , PHT 1128 - Functional Anatomy and Kinesiology , PHT 1128L - Functional Anatomy and Kinesiology Lab

Corequisite(s):
PHT 1200L - Basic Patient Care Lab

PHT 1200L - Basic Patient Care Lab

This lab course allows the practice and refinement of the concepts learned in PHT 1200 lecture on simulated patients. Use of equipment commonly found in physical therapy settings, proper body mechanics in moving, lifting, and transferring patients, wheelchair management, aseptic techniques, and principles of wound care. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):
PHT 1007 - Topics in Physical Therapy , PHT 1128 - Functional Anatomy and Kinesiology , PHT 1128L - Functional Anatomy and Kinesiology Lab

Corequisite(s):

PHT 1200 - Basic Patient Care

PHT 1211 - Physical Therapy Principles and Procedures

This course instructs the student in the theory, physiology, and application of biophysical agents used for therapeutic treatment of tissue. Knowledge of the physical principles, physiological effects, medical physics, indications, and contraindications of heat, cold, light, traction, compression, electricity, and hydrotherapy. Selected tests and measures are taught related to the safe application of these agents. This course requires a grade of C or higher.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):

PHT 1800L - Physical Therapy Clinical Practice I

Corequisite(s):

PHT 1211L - Physical Therapy Principles and Procedures Lab

PHT 1211L - Physical Therapy Principles and Procedures Lab

This lab course allows the practice and refinement of the concepts learned in PHT 1211 on simulated patients. The application of biophysical agents and data collection skills required for safe application of these modalities. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):

PHT 1800L - Physical Therapy Clinical Practice I

Corequisite(s):

PHT 1211 - Physical Therapy Principles and Procedures

PHT 1224 - Therapeutic Techniques and Disabilities

An overview of principles and techniques of basic physical therapy interventions, with emphasis on physiological changes and effects in commonly seen disorders across the lifespan. Will include therapeutic exercises, gait training with assistive devices, manual therapy, postural analysis, aerobic conditioning and airway clearance techniques. This course requires a grade of C or higher.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

PHT 1007 - Topics in Physical Therapy , PHT 1128 - Functional Anatomy and Kinesiology , PHT 1128L - Functional Anatomy and Kinesiology Lab

Corequisite(s):

PHT 1224L - Therapeutic Techniques and Disabilities Lab

PHT 1224L - Therapeutic Techniques and Disabilities Lab

This lab course allows the practice and refinement of the concepts learned In PHT 1224 on simulated patients. Students will receive hands-on experience with a variety of exercise equipment and practice in performing, assisting, and teaching of therapeutic exercises. Selected tests and measures will be introduced in this course. This course requires a grade of C or higher. This course requires lab fee.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):

PHT 1007 - Topics in Physical Therapy , PHT 1128 - Functional Anatomy and Kinesiology , PHT 1128L - Functional Anatomy and Kinesiology Lab

Corequisite(s):

PHT 1224 - Therapeutic Techniques and Disabilities

PHT 1800L - Physical Therapy Clinical Practice I

A supervised clinical experience, 3 concurrent weeks of full time clinical education exposure for an introductory experience. Students observe and implement physical therapy services under the close supervision of a clinical instructor. Students must pass all previous didactic coursework listed in the plan of study to participate in this clinical. This course requires a passing grade on a Pass/Fail scale.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

PHT 1007 - Topics in Physical Therapy PHT 1128 - Functional Anatomy and Kinesiology PHT 1128L - Functional Anatomy and Kinesiology Lab

Prereq/Corequisites:

PHT 1931 - PTA Seminar

PHT 1931 - PTA Seminar

An orientation to the physical therapy clinic environment. The course covers professional clinical expectations, treatment preparation, risk management, the medical record and medical documentation. This course requires a grade of C or higher.

Credit Hour(s): 1 Credit Hour When Offered: (Fall) Prerequisite(s):

PHT 1007 - Topics in Physical Therapy , PHT 1128 - Functional Anatomy and Kinesiology , PHT 1128L - Functional Anatomy and Kinesiology Lab

PHT 2162 - Neurological Disabilities and Treatment

A comprehensive review of the human nervous system and selected neurological disabilities encountered frequently in physical therapy practice. The course addresses knowledge and application of a variety of therapeutic techniques utilized with patients across the lifespan that have chronic neurological conditions. Stages of motor development and movement strategies are also discussed. This course requires a grade of C or higher.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):

PHT 1800L - Physical Therapy Clinical Practice I

Corequisite(s):

PHT 2162L - Neurological Disabilities and Treatment Lab

PHT 2162L - Neurological Disabilities and Treatment Lab

This lab course allows the practice and refinement of the concepts learned in PHT 2162 on simulated patients. Clinical scenarios that require critical thinking skills to develop treatment, progress and follow-up plans for patients with various neurological conditions. Students will also learn about various assessment techniques including sensory, balance and coordination, reflexes, gait analysis, functional and environmental assessment, and perceptual and cognitive deficit assessment. This course requires a lab fee.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):

PHT 1800L - Physical Therapy Clinical Practice I

Corequisite(s):

PHT 2162 - Neurological Disabilities and Treatment

PHT 2252 - Orthopedic Disabilities and Treatment

Concepts of orthopedic physical therapy management as well as the therapeutic applications related to bone, cartilage, muscle and soft tissue healing processes. Various musculoskeletal diseases and orthopedic conditions will be introduced including their related pathology and treatment plans. Various surgical precautions, tests and measures, common orthotics, gait deviations, joint mobilizations, soft tissue techniques, and use of modalities for orthopedic conditions. Diagnostic tools such as plain film radiography, computed tomography, diagnostic ultrasound, and magnetic resonance imaging will be introduced. This course requires a grade of C or higher.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):

PHT 1800L - Physical Therapy Clinical Practice I

Corequisite(s):

PHT 2252L - Orthopedic Disabilities and Treatment Lab

PHT 2252L - Orthopedic Disabilities and Treatment Lab

This lab course allows the practice and refinement of the concepts learned in PHT 2252. Clinical scenarios that require data collection and therapeutic applications for common orthopedic conditions. The development of critical thinking, clinical problem solving, and effective treatment plans for various orthopedic conditions. This course requires a grade of C or higher.
This course requires a lab fee.

Credit Hour(s): 1 Credit Hour When Offered: (Spring) Prerequisite(s):

PHT 1800L - Physical Therapy Clinical Practice I

Corequisite(s):

PHT 2252 - Orthopedic Disabilities and Treatment

PHT 2301 - Pathological Conditions in PT

This course introduces the pathophysiology of selected disease processes. Disease signs, symptoms, complications, as well as clinical, typical pharmacologic agents and laboratory findings are reviewed by body system. Emphasis will be placed on conditions typically encountered in the physical therapy setting. This course requires a grade of C or higher.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

PHT 1007 - Topics in Physical Therapy , PHT 1128 - Functional Anatomy and Kinesiology , PHT 1128L - Functional Anatomy and Kinesiology Lab

PHT 2704 - Advanced Rehab Concepts in PT

Designed to provide a variety of therapeutic principles and techniques utilized in the clinical setting to address special populations with advanced rehab needs. This includes accessibility to home and community for all patients, women's health, pediatric conditions, bariatrics, geriatrics, and advanced management of amputation and prosthetics. Patient education and the education of others about physical therapy are included. This course requires a grade of C or higher.

Credit Hour(s): 1 Credit Hours When Offered: (Summer) Prerequisite(s):

PHT 2810L - Physical Therapy Clinical Practice II

Corequisite(s):

PHT 2704L - Advanced Rehab Concepts in PT Lab

PHT 2704L - Advanced Rehab Concepts in PT Lab

This lab course allows the practice and refinement of the concepts learned in PHT 2704 on simulated patients. Students will engage in patient education and utilize appropriate teaching methods for their target audience. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 1 Credit Hour When Offered: (Summer) Prerequisite(s):

PHT 2810L - Physical Therapy Clinical Practice II

Corequisite(s):

PHT 2704 - Advanced Rehab Concepts in PT

PHT 2810L - Physical Therapy Clinical Practice II

A supervised clinical experience, 4 concurrent weeks of full time clinical education exposure for an integrated clinical education experience. Students implement physical therapy services under the close supervision of a clinical instructor. Students will be expected to perform specific therapeutic procedures covered in prior coursework. Students must pass all previous didactic coursework listed in the plan of study to participate in this clinical. This course requires a passing grade on a Pass/Fail scale.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):

PHT 1800L - Physical Therapy Clinical Practice I

PHT 2820L - Physical Therapy Clinical Practice III

The final supervised clinical experience, 8 concurrent weeks of full time clinical education designed to prepare PTA students for entry into the profession of physical therapy. Student will have the opportunity to refine all treatment interventions and data collection skills, plus demonstrate professional behaviors throughout the clinical experience. Students must pass all previous didactic coursework listed in the plan of study to participate in this clinical. This course requires a passing grade on a Pass/Fail scale.

Credit Hour(s): 8 Credit Hours When Offered: (Summer) Prerequisite(s):

PHT 2810L - Physical Therapy Clinical Practice II

PHT 2930 - Trends in Physical Therapy

This course broadens the scope of the student's understanding of the health care system. Topics include trends in healthcare and their influence on physical therapy, administrative procedures utilized in physical therapy, and ethical problem solving. Community service, citizenship and advocacy will be addressed. The course will include mock quizzes and a timed mock examination in preparation for the NPTE. Students will also develop skills necessary for employment including interview techniques and developing a resume and cover letter. This course requires a grade of C or higher.

Credit Hour(s): 2 Credit Hours When Offered: (Summer) Prerequisite(s):

PHT 2810L - Physical Therapy Clinical Practice II

Physics PHY 1053C - General Physics Without Calculus I

This is the first course in a two-term sequence of non-calculus physics designed for biological science and pre-health profession majors. This course covers classical mechanics and thermodynamics. Entering students are assumed to have a serviceable knowledge of basic algebra and trigonometry. This course contains both lecture and laboratory components.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall) Prerequisite(s):

MAC 1114 or equivalent

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

PHY 1054C - General Physics Without Calculus II

This is the second course in a two-term sequence of non-calculus physics designed for biological science and pre-health profession majors. This course covers the areas of electricity, magnetism, light, quantum theory, atomic and nuclear structure, and elementary particles. This course contains both lecture and laboratory components.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):

PHY 1053C or equivalent.

PHY 2048C - General Physics With Calculus I

This is the first course in a two-term sequence of calculus-based physics designed for engineering and physical science majors. This course covers classical mechanics (statics and dynamics of point-masses), rigid-body dynamics, oscillations, and waves. Additional topics, such as fluids or the special theory of relativity, may be covered if time permits. This course contains both lecture and laboratory components.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prereq/Corequisites:

MAC 2311 .

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

PHY 2049C - General Physics with Calculus II

This is the second course in a two-term sequence of calculus-based physics designed for engineering and physical science majors. This course covers electrostatics, magnetostatics, electromagnetic fields and waves, direct-current circuits, alternating-current circuits, and optics. This course contains both lecture and laboratory components.

Credit Hour(s): 4 Credit Hours When Offered: (Spring, Summer) Prerequisite(s):

PHY 2048C

Prereq/Corequisites:

MAC 2312 or equivalent

Note:

In special circumstances, PHY 2048C and PHY 2049C can be taken out of sequence with instructor approval.

Political Science POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.

Psychology CLP 1001 - Personal Adjustment

Psychology of adjustment, application of psychological theory for problem solving and better mental health. An examination of psychological defense mechanisms and adaptive behavior.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

CLP 2140 - Abnormal Psychology

A study of the different problems in psychopathology, including anxiety, depression, social deviance, psychosis, schizophrenia, mental retardation and general brain dysfunction of both children and adults, with emphasis on descriptive etiology, known causes,

and treatments.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

PSY 2012 .

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

Radiography RTE 1000 - Introduction to Radiologic Technology

This course is designed to provide an overview of the history of radiography and the role and scope of practice of the practitioner in the healthcare delivery system. Organizations, accreditation, federal agencies, regulatory agencies (including OSHA) and professional credentialing will be discussed. Content includes a fundamental background in medical law, ethics, human diversity and patient consent. The student will examine a variety of ethical issues and dilemmas found in clinical practice, as well as developing a better understanding of patients, the patient's families, and professional peers through comparison of diverse populations based on value systems, cultural and ethnic influences, communication styles and socioeconomic influences. Radiographic medical terminology and pharmacology will be covered. Site specific clinical education paperwork will be completed. Background check, drug screening, training and clinical site approval mandatory.

Credit Hour(s): 2 Credit Hours When Offered: (Fall, offered as needed) Prerequisite(s):

Admission to the Radiography Program.

RTE 1111 - Introduction to Radiographic Patient Care

This course is designed to prepare radiography students to provide basic patient care. Basic concepts of patient care will be described, as well as infection control procedures and standard precautions. This course includes hospital specific training. Health risks, life stages, HIV/AIDs and domestic violence will be discussed. This course also includes an introduction to medical and radiographic terminology. Topics include vital signs, venipuncture, body mechanics and transport, verbal/nonverbal communication, and some pharmacology.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):

admission to the Radiography Program.

RTE 1418 - Radiographic Techniques I

This course is designed to establish a knowledge base in factors that govern and influence the production and recording of radiographic images. This course introduces the student to a comprehensive study and theory of the production of x-rays and primary exposure factors of radiographic imaging. The image parameters of density, contrast, recorded detail, image distortion and blur will be studied as well as ancillary devices and equipment required to produce a quality radiographic image. Digital imaging with related accessories will be emphasized. Class demonstrations and exercises are used to demonstrate application of theory.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Any Core general education mathematics course. Grade of "C" or higher.

RTE 1457C - Radiographic Techniques II

This course is a continuation of RTE 1418 Radiographic Techniques I. Course content includes the basics of magnetism, electricity, motors, generators, rectifying systems, x-ray tube and filament circuitry. Topics in electromagnetism such as self and mutual induction, high voltage transformation, and AC rectification will be emphasized. An introduction of special radiographic methods will include automatic exposure control, computers, fluoroscopy and image intensification, subtraction radiography, conventional tomography, digital image receptors, and digital image acquisition and manipulation.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):

RTE 1418 .

Corequisite(s):

RTE 1513C

RTE 1814L

RTE 1503C - Radiographic Procedures I

This course is designed to provide the Radiography student with instruction in radiographic examinations of the chest, abdomen, upper extremity and lower extremity. An introduction to medical and radiographic terminology, radiographic anatomy, and image critique are also included.

Credit Hour(s): 4 Credit Hours When Offered: (Fall) Prerequisite(s):

BSC 1085C and admission to the Radiography program.

RTE 1513C - Radiographic Procedures II

This course is a continuation of RTE 1503C . It is designed to provide the student with instruction in radiographic procedures and anatomy in the distal extremities, hip region, spine, ribs, and sternum and the cranium. Critical thinking, medical and radiographic terminology, as well as image critique are emphasized.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):

RTE 1503C , RTE 1804L , and BSC 1086C

Corequisite(s):

RTE 1814L .

RTE 1804L - Radiography Clinical Education I

This course involves the practical application of the theories covered in RTE 1503C and RTE 1000 . Rotations provide experience with various imaging systems, protocols, and patient care. Students observe, assist and perform basic radiographic procedures (chest, abdomen and extremities) under direct supervision. This course emphasizes patient care and critical thinking. This course meets at the affiliate hospitals. Uniforms, name badges and radiographic markers required.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Admission to the Radiography Program

Corequisite(s):

RTE 1503C

RTE 1814L - Radiography Clinical Education II

This course is a continuation of Radiography Clinical Education I. This clinical training emphasizes lower and upper extremity. Medical and radiographic terminology, patient care, critical thinking and communication skills are emphasized. This course meets at the affiliate hospitals. Uniforms, name badges and radiographic markers required.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

RTE 1804L

Corequisite(s):

RTE 1513C .

RTE 1824L - Radiography Clinical Education III

This course is a continuation of Radiography Clinical Education II. The student is expected to continue to refine those skills related to objectives listed in Clinical Practicum's I and II. The student will gain experience and develop clinical competence in general radiographic procedures such as the cranium and specialized contrast studies. Advanced patient care skills, critical thinking, imaging and exposure techniques, radiation protection application and image processing will be emphasized. This rotation covers clinical experience in all phases of fundamental radiologic procedures and image critique. Students will rotate through ancillary departments in this course.

Credit Hour(s): 4 Credit Hours When Offered: (Summer) Prerequisite(s):

RTE 1814L

Corequisite(s):

RTE 2523C .

RTE 2061 - Radiographic Preparation for Practice

This course is designed review information in preparation for the student to take the American Registry of Radiologic Technologist (ARRT) registry examination. The course will cover patient care and education, image production, equipment operation and maintenance, radiographic procedures and radiation protection. The student will also be given simulated registry examinations for practice and assessment purposes.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):

RTE 2844L

Corequisite(s):

RTE 2854L .

RTE 2385 - Radiographic Protection and Biology

This course is designed to provide the student with an overview of the principles of interaction of ionizing radiation with living systems. Ionizing effects on molecules, cells, tissues and the body as a whole are presented, along with factors affecting biological

response, including; acute, chronic, stochastic and non-stochastic effects. This course is also designed to present an overview of the principles of radiation protection including the responsibilities of the radiographer for patients, personnel and the public. Radiation health and safety requirements of federal and state regulatory agencies, accreditation agencies and healthcare organizations are incorporated, as are the various methods of monitoring radiation exposure and acceptable dose limit values.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

RTE 1000 , RTE 1418 , RTE 1457C , RTE 2523C

Corequisite(s):

RTE 2844L .

RTE 2473 - Radiographic Quality Assurance

This course is designed to introduce the radiography student to evaluation methodology of radiographic systems to assure consistency in the production of quality images. Image critique, fluoroscopy, malfunctions, and specifications are some of the topics covered in the course.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):

RTE 1418 , RTE 1457C

Corequisite(s):

RTE 2844L .

RTE 2523C - Radiographic Procedures III

This course is a continuation of RTE 1513C covering cranium procedures and positioning. It is designed to provide the student with instruction in more complex radiographic procedures such as fluoroscopy, urinary studies, bone age, trauma, pediatrics, mobile and surgical radiography. Included is instruction in additional modalities and studies such as CT, MRI, arthography, myelography, and vascular studies. Attention will be given to the specialized equipment, contrast media, critical thinking and techniques necessary to perform these procedures. Radiographic anatomy, pathology, and critique of images are included in this course.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):

RTE 1513C

Corequisite(s):

RTE 1824L .

RTE 2533C - Radiographic Procedures IV

This is a continuation of RTE 2523C, with emphasis on special procedures and additional modalities. Students are required to complete observations hours within specialty areas.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):

RTE 2523C

Corequisite(s):

RTE 2844L

RTE 2571 - Introduction to Computed Tomography

This course is designed to provide entry-level radiography students with an introduction to and basic understanding of the operation of a computed tomography (CT) device. Content is not intended to result in clinical competency.

Credit Hour(s): 1 Credit Hour When Offered: (Spring) Prerequisite(s):

RTE 1418

RTE 2782 - Radiographic Pathology

This course is designed to introduce theories of disease causation and the pathophysiologic disorder that compromise healthy persons. Etiology, pathophysiologic responses, clinical manifestations, and radiographic appearance of alterations in body systems will be presented. Emphasis will be placed on pathological findings on diagnostic radiographic images.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

RTE 2523C

Corequisite(s):

RTE 2854L .

RTE 2844L - Radiography Clinical Education IV

This course is a continuation of RTE 1824L . The student is expected to continue to refine those skills related to objectives listed in Clinical Practicum's I, II and III. The student will gain experience and develop clinical competence in specialized imaging

procedures, and mobile, surgical and trauma radiography. Advanced imaging skills and exposure techniques will continue to be provided. Rotations through ancillary areas continue.

Credit Hour(s): 5 Credit Hours When Offered: (Fall) Prerequisite(s):

RTE 1824L

Corequisite(s):

RTE 2385 .

RTE 2854L - Radiography Clinical Education V

This course is a continuation of RTE 2844L . The terminal objective for this course is to prepare the student for employment as an entry level technologist. The student is expected to continue to refine those skills related to objectives listed in Clinical Practicum's I-IV and trauma radiography. Advanced imaging skills and exposure techniques will continue to be provided. Rotations through ancillary areas continue.

Credit Hour(s): 5 Credit Hours When Offered: (Spring) Prerequisite(s):

RTE 2844L

Corequisite(s):

RTE 2061 .

Reading REA 1205 - Reading Across the Genres I

This college-level reading course employs a variety of literary genres as the source material for building student skills in comprehension, context clues, reading speed, critical analysis, vocabulary, and other related reading skills. Students will be exposed to numerous styles and levels of reading material including novels, short stories, critical essays, drama, news reporting. Students will also develop a personal reading preference profile and learn how to identify books, magazines and other reading material commensurate with that profile.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

PERT placement score of 106 or higher.

Reading/English Developmental Ed. ENC 0017 - Integrated Reading and Writing I

This course is designed to develop reading comprehension and writing language skills for students whose entry level placement scores do not meet requirements for degree credit (not applicable for degree completion). The course includes a thorough review of English grammar and conventions and practice in writing paragraphs and essays while building skills in vocabulary and academic reading comprehension. Students must pass the class with a "C" or better grade.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Appropriate score on PERT or other approved assessment.

Note:

*College preparatory credits may not be counted toward fulfilling the number of credits required for a degree.

ENC 0027 - Integrated Reading and Writing II

This course is designed to develop reading comprehension and writing language skills for students whose entry level placement scores do not meet requirements for degree credit (not applicable for degree completion). The course includes a review of English grammar and convention and practice in writing persuasive essays while building skills in vocabulary and academic reading comprehension. Student must pass the class with a "C" or better grade.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

Minimum grade of "C" in ENC 0017 or appropriate PERT or other approved assessment score.

Note:

*College preparatory credits may not be counted toward fulfilling the number of credits required for a degree.

Religion REL 2300 - Introduction to World Religions

This course will explore the principles and practices of the world's major religious traditions. The religions will be studied in their historical and contemporary forms. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

Safety and Quality Control ETI 1420 - Properties of Materials and Processes

This course is designed to provide the student with an introduction to the basic properties of materials, principles and processes in the metal working, tools and machinery involved in the manufacture of metals. This course covers non-chip producing and chip producing manufacturing processes.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ETI 1710 - Occupational Safety

A basic course in occupational safety and health covering such topics as: theories of accident causation, workplace hazards, hazard analysis and prevention, accident reporting, OSHA, ergonomics, product safety, workers' compensation, and stress on the job.

Credit Hour(s): 3 Credit Hours When Offered: (Spring, Summer, Fall)

ETI 2110 - Total Quality Tools

This course prepares students to effectively solve business/process/product problems, track process performance, find process and product improvement opportunities, and validate improvements made, using the necessary intellectual tools and procedures including: Five-S, flow charting, Pareto analysis, cause and effect diagrams, histograms, check sheets, scatter diagrams, stratification, statistical process control, failure mode and effects analysis. Pre-requisite ETM 1010C and co-requisite ETD 2150 .

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prereq/Corequisites:

ETM 1010C , ETD 2150 , and ETI 1710

ETI 2408C - Welding Fundamentals

This course teaches basic welding processes and techniques for entry-level maintenance technician positions. Students learn welding safety, fundamental practices of shielded arc welding, arc welding with consumable and non-consumable electrodes, brazing, soldering, and plasma cutting.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

Sign Language ASL 1140 - American Sign Language I

Introduces the student to the basic vocabulary and finger spelling of American Sign Language. Emphasis will be on learning to express this language in a simple form and have a basic receptive language competency.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring)

ASL 1150 - American Sign Language II

This course increases the student's American Sign Language vocabulary and uses more complex expression of thoughts, ideas, and emotions and increases the receptive and expressive proficiency of the student in both sign and finger spelling.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

ASL 1140 or an equivalent course with a grade of "C" or better

ASL 2160 - American Sign Language III

A conversational course in American Sign Language utilizing skills and vocabulary from American Sign Language I and II and building on these to form more complex expressions in American Sign Language. Impromptu and planned stories, dialogues and skits will be performed. Receptive and expressive finger spelling will be advanced. No voice will be used for the majority of classroom time.

Credit Hour(s): 4 Credit Hours When Offered: (Summer) Prerequisite(s):

ASL 1150 or an equivalent course with a grade of "C" or better.

Social Sciences DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

SOW 2020 - Introduction to Social Work

This course will familiarize students with roles, functions, and tasks Social Workers perform in a variety of settings. Students are introduced to primary skills and practices of a generalist Social Worker. Students are exposed to issues of diversity, oppression, and social justice influencing economic, social, and political change. Core values of ethics, collaboration, and multi-method approaches will be paramount, shaping the foundations of Social Work for those students who may be interested in this discipline as a career path.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

Sociology SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2010 - Social Problems

Introduction to the sociological study of the nature of social problems to insure understanding of their impact on the individual, the group and social institutions in societal and cultural settings. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

SYG 2430 - The Family and Society

An examination of the problems which arise out of participation in marriage, family and community situations. Designed to provide students with a basic understanding of the dynamics of family interaction, the effects upon the children, and the family's relationship to and participation in the community.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

Spanish SPN 1120 - Spanish I

Pronunciation and grammatical structures of Spanish, with emphasis upon balanced development of all four skills – listening, speaking, reading, and writing. Covers all basic structures of the language.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

SPN 1121 - Spanish II

Pronunciation and grammatical structures of Spanish, with emphasis upon balanced development of all four skills – listening, speaking, reading and writing. Covers all basic structures of the language.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

SPN 1120 or an equivalent course with a grade of "C" or better.

SPN 2220 - Spanish III

Intermediate level review of grammar, readings in Spanish Literature, and development of conversational and writing skills.

Credit Hour(s): 4 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

SPN 1121 or an equivalent course with a grade of "C" or better.

SPN 2221 - Spanish IV

Completion of intermediate level review of grammar, readings in Spanish literature, and development of conversational and writing skills.

Credit Hour(s): 4 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

COMPLETION OF SPN2220 OR AN EQUIVALENT COURSE WITH A GRADE OF "C" OR BETTER.

Speech and Debate SPC 1006 - Essentials of Speech

This course can be used to satisfy missing transfer requirements and/or oral components required in certain programs. Individuals participate in the preparation and presentation of speeches.

Credit Hour(s): 1 Credit Hour † When Offered: (Offered as needed) Note:

† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

SPC 1608 - Public Speaking

Emphasis is on assisting the individual to develop his/her potential in oral communication. Individual participation in preparation and presentation of speeches reinforced by continuing group analysis and constructive criticism.

Credit Hour(s): 3 Credit Hours † When Offered: (Fall, Spring, Summer) Note:

† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

SPC 2300 - Interpersonal Communication

This course studies the speech communication principles involved in one-to-one interaction, comprehensive listening, conflict resolution, family and group communication and intrapersonal thought. Learning techniques may include small group participation, role play, as well as formal and informal presentations.

Credit Hour(s): 3 Credit Hours † When Offered: (Fall, Spring) Note:

† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

Sports, Fitness & Recreation LEI 1544 - Outdoor Recreation Management

This course examines the fundamental influences on outdoor recreation. The course also provides information on hazards, conservation considerations, and safety factors in planning and organizing outdoor recreations. Basic first aid, CPR, and AED training is incorporated as it pertains to outdoor recreation. Field trips may be assigned as warranted.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

Theater THE 2000 - Theatre Appreciation

An introduction to theater and theatrical production. Topics span a wide range of interest – critical, historical, aesthetic and practical – intended to lay a foundation for further knowledge and skill of the theater. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education. This course contains an oral communication component and may be used to satisfy the Speaking-Across-the-Curriculum requirement.

Credit Hour(s): 3 Credit Hours † ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

THE 2071 - Humanities – Cinema Appreciation

An introduction to the origin, development, cultural aspects and analysis of cinema topics. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours † ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

a passing score on the standardized placement test measuring communication/verbal/reading achievement or successful completion of ENC 0025 [Inactive] and REA 0017 [Inactive].

Note:

† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C"

when used for General Education credit.

THE 2300 - Dramatic Literature

Survey of dramatic works from the Greeks to the 20th century, with emphasis on the plays of the 19th and 20th centuries; intensive investigation and script analysis with reports, lectures and discussions. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours † ¶ When Offered: (Fall, Spring) Prerequisite(s):
ENC 1101

Note:
† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

THE 2304 - Script Analysis

An introduction to the examination and analysis of play scripts as preparation for production. Students will read plays from various periods and genres, and analyze such dramatic elements as plot, theme, character, dialogue, and style.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as Needed)

THE 2820 - Musical Theater Workshop

An introduction to creative dramatics and children's theater. Topics span a wide range of interests; creative experience, children and theater, workshop procedure, script selection, rehearsal and performance.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

THE 2821 - Musical Theater Workshop II

Creative dramatics introduces the many elements of theater: dance, voice and musical theater. Topics span a wide range of interests: the creative process, workshop procedures, rehearsal and performance. Creative Dramatics will focus on producing a final performance.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
THE 2820 .

THE 2930 - Theater – Special Topics

A defined special topics course which is pursued under supervision of a faculty member and recorded through usual departmental procedures. Designed to permit a student to pursue non-scheduled academic and laboratory work which may be of a specialized nature and not available through the college schedule.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Note:
This course may be taken up to four times for credit.

TPA 1210 - Stagecraft

This course is an introduction to the principles of stagecraft: stage terminology, stage safety, instruction in proper use of shop tools, basic theater construction methods, understanding of theatrical rigging, and understanding of general background practices.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

TPA 1290 - Technical Theatre Lab I

This course is designed to complement other technical theatre courses by giving the student the opportunity for hands-on interaction in a structured lab setting. Students will be assigned duties appropriate for their skills that will synthesize the classroom experience.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as Needed)

TPA 1940 - Internship in Theatre Design or Production

The emphasis of this course is on applied learning and vocational experience in the technical theatre field.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as Needed)

TPA 2063 - Principles of Scenic Design

This course is a detailed introduction to the principles and techniques used in scene design. The course will include the discussion

and practice in analyzing scripts, visualizing a design concept, drafting, paint elevations and rendering and/or modeling techniques.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as Needed) Prerequisite(s):
TPA 2343

TPA 2212 - Sound Production for the Stage

This course is an introduction to audio production and reinforcement for the stage. Students will learn how to use and maintain equipment, record and edit sound effects, and mixing live sound. Emphasis will be placed on digital audio techniques and equipment.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as Needed)

TPA 2220 - Lighting Design

An introduction to stage lighting. Topics include history of stage lighting, fundamentals of light and illumination, lighting control, and lighting practices.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Corequisite(s):
TPA 1210

TPA 2276C - Entertainment Technology - Crafts

This course presents the practices and principles of advanced woodworking, welding, smithing, casting, ceramics, plaster work, fiberglass and plastic technology for the entertainment industry. State of the art tool technology, shop and field practice, health and safety standards will be emphasized. These crafts are entertainment industry oriented that will use items created in a realized production.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
TPA 1210 .

TPA 2331 - Costume Construction

An introduction to costume construction techniques and wardrobe design. Topics span a wide range: costume construction techniques, problems in costumes, costume history, construction styles, sewing machine practices, seam finishes, flat pattern layout and production techniques. This course is intended to develop practical experiences in costume construction.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
TPA 2232 [Inactive]

TPA 2343 - CAD for the Theatre

This course is project oriented covering fundamental through advanced material in computer aided drafting and design and its application for the theatre.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as Needed)

TPA 2600 - Stage Management

This course is an introduction to the study and application of stage management as it relates to the manager portfolio, the stage manager morgue, rules and regulations relating to I.A.T.S.E., rules related to contracts, competence in stage management, proper communication with directors, technical directors, designers, cast members and crews, competence in technical discussion areas and basic first aid.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

TPP 1190 - Rehearsal and Performance I

An ensemble theater performance experience open to any student who wishes to develop rehearsal and performance skills. Students must participate in scheduled rehearsals and performances.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
experience in high school or a desire to learn.

TPP 1191 - Rehearsal and Performance II

An ensemble theater performance experience open to any student who wishes to develop rehearsal and performance skills. Students must participate in scheduled rehearsals and performances.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
TPP 1190 .

TPP 1192 - Rehearsal and Performance III

An ensemble theater performance experience open to any student who wishes to develop rehearsal and performance skills. Students must participate in scheduled rehearsals and performances.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
TPP 1191 .

TPP 1940 - Internship in Theatre Performance

The emphasis of this course is on applied learning and vocational experience in the theatre performance field.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as Needed)

TPP 2110 - Acting I

Through in-class performance the student will develop an understanding and proficiency of those skills of movement, voice, and expression which are required of a theatrical performer.

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

TPP 2111 - Acting II

Through in-class performance, the student develops an understanding and proficiency in styles of acting from classic through modern.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
TPP 2110 .

TPP 2120 - Improvisation

This course explores the use of creativity and imagination, engaging the actor in a wide variety of improvisational theatre games.

Credit Hour(s): 3 Credit Hours When Offered: Offered as needed

TPP 2141 - Acting in Shakespeare

This course is an introduction to the concepts, principles, and skills needed to develop characters in Shakespeare's plays. The course focuses on the hidden clues in the text to discover character choices and meaning. Specific analysis and the techniques of scansion are introduced as they relate to character interpretation. Application of these techniques will be presented in scenes and monologues.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

TPP 2150 - Advanced Scene Study

This course is a continuation of the processes and concepts of TPP 2111, Acting II, with the addition of new techniques to create dynamic and engaging characterizations through performance.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

TPP 2220 - Auditioning

This course explores audition techniques for the stage. Students will be better prepared to audition in professional settings.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as Needed)

TPP 2250 - Introduction to Musical Theatre

Introduction to the study of Musical Theater analysis, creation, and performance with an emphasis on singing, dancing, and acting.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

TPP 2301 - Directing I

A beginning course in the study, development and training in directing for the theater. Although not a prerequisite, students are encouraged to take Acting I and II before Directing I.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

TPP 2533 - Stage Combat I (Unarmed & Rapier)

Through in-class study and performance the student will develop an understanding of and proficiency in the safe techniques of unarmed and rapier stage combat which are required of a theatrical performer. Application of these techniques will be presented in two scenes, one for unarmed and one for rapier.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

TPP 2930 - Theater Performance – Special Topics

A defined special topics course which is pursued under supervision of a faculty member and recorded through usual departmental procedures. Designed to permit a student to pursue non-scheduled academic and laboratory work which may be of a specialized nature and not available through the college schedule.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Note:
This course may be taken up to four times for credit.

Transportation and Logistics DIM 0810C - Transit Equipment Preventative Maintenance Technician

The purpose of this course is to develop the competencies essential to the public transit bus technology industry. The competencies include understanding shop organization and management, demonstrating safety awareness and practices, and performing basic preventative maintenance procedures.

Credit Hour(s): 200 Clock Hours/6.67 Vocational Credits When Offered: (Fall)

Welding PMT 0101C - Blueprint Reading For Welders

This course provides students with the understanding and fundamentals of industrial blueprint reading including blueprint symbols, dimensions, joints, fabrication and welding symbols.

Credit Hour(s): 90 Clock Hours/3.00 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0102C - Introduction to Welding and Industrial Safety

An introduction to the welding skills including safety, measuring, communication, leadership, use of tools, and equipment.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0121C - Basic Shielded Metal Arc Welding (SMAW)

This course provides instruction and demonstration using shielded metal arc welding (SMAW). Topics include visually inspect of welds, and basic SMAW technical terminology. Basic structural welding techniques will be demonstrated in accordance with American Welding Society (AWS) D1.1 structural welding code. Tack welding and metal joint fit of carbon steel is covered in this course.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0126C - Intermediate Shielded Metal Arc Welding (SMAW)

This course will enable the student to identify metals using visual, magnetic and spark methods, identify and interpret welding symbols, demonstrate the ability to identify and use the correct filler metals and shielding gases and fabricate parts from a drawing or sketch using intermediate SMAW techniques.

Credit Hour(s): 90 Clock Hours/3.00 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):

PMT 0122C [Inactive]

Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0127C - Advanced Shielded Metal Arc Welding (SMAW)

This course will provide the student with hands-on skills performing tests, examining metal surfaces, and setting up shielded metal arc (SMAW) equipment to make groove welds, all positions on plain carbon steel. The student will perform lab/shop procedures to safely prepare the area, demonstrating the ability to identify and use filler metals and shielding gases as well as performing visual

and destructive analysis in the qualification testing of welds on carbon steels.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):

PMT 0126C

Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0134C - Gas Metal Arc Welding (GMAW)

An introduction to metal inert gas welding (MIG). Emphasizes the principles involved in the operating of MIG equipment.
A beginning course in welding principles of MIG.

Credit Hour(s): 60 Clock Hours/2.00 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0137C - Gas Tungsten Arc Welding

An advanced course in welding principles of TIG welding.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as Needed)

Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0143C - Flux-Core Arc Welding

Students will be able to make quality welds using the FCAW in the flat, horizontal, vertical and over-head positions. This course also includes instructions in metal transfer and shielding gases associated with the FCAW process. Students will use information contained in the textbook, instructions, and demonstrations by the instruction.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as Needed)

Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0153C - Metal Preparation and Thermal Cutting Processes

This course enables the student to set up, inspect, operate, and perform oxy/fuel cutting equipment, air carbon arc and plasma arc cutting activities. Students will learn methods for piercing, slotting, squaring, and beveling plain carbon steel, aluminum, and stainless steel.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0165C - Shielded Metal Arc Weld (SMAW) Pipe Welding

This course emphasizes principles of welding pipe using the shielded metal arc (SMAW) process. Fabrication and welding of pipe

in the 1, 2, 5, and 6 g positions are stressed.

Credit Hour(s): 210 Clock Hours/7.00 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0172C - Gas Tungsten Arc / Shielded Metal Arc (Combo) Pipe Welding

This course emphasizes principles of welding pipe using the gas tungsten arc (GTAW) process combined with the shielded metal arc (SMAW) process. Fabrication and welding of various size and thickness pipe in the 1, 2, 5, and 6 g positions are stressed.

Credit Hour(s): 270 Clock Hours/9.00 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0173C - Specialty Pipe Welding

This course presents technical information on gas tungsten arc welding preparation for welding pipe and pipe welding defects. The training develops the manual skills necessary to produce high quality groove welds on stainless steel pipe in the 2g, 5g and 6g positions.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0174C - Introduction to Pipefitting and Pipe Fabrication

This course introduces students the fundimentals of fabrication of pipe systems using tees, flanges and other fittings.

Credit Hour(s): 90 Clock Hours/3.00 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0182C - Weld Inspection Fundamentals

Fundamentals of welder inspection and development of welding procedure specifications in accordance with American Welding Society (A.W.S.) and the American Society of Mechanical Engineers (A.S.M.E.) used to prepare students to pass nationally recognized welder certification tests.

Credit Hour(s): 90 Clock Hours/3.00 Vocational Credits When Offered: (Offered as needed)

Prereq/Corequisites:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0190C - Emerging Technologies In Welding

This course will provide instruction on emerging techniques in welding, including pulse welding, robotics, submerged welding, adaptive welding and hybrid laser-arc welding. The content emphasizes specific careers and workforce needs in the welding industry.

Credit Hour(s): 60 Clock Hours/2.00 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved

articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

Zoology ZOO 1010C - Zoology

An introduction to the major concepts of animal life, to include the structure, taxonomy, evolutionary relationships, and natural history of the major animal groups.

Credit Hour(s): 4 Credit Hours When Offered: (Offered as needed)

General Education

All NWFSC degree programs contain both specialized courses and general education courses. Bachelor of Applied Science (B.A.S.), Bachelor of Science (B.S.) and Associate in Arts (A.A.) students complete at least thirty-six (36) general education credits from five subject area categories. Associate in Science students complete at least eighteen (18) general education credits from five (5) subject areas. The general education component of each program is designed to further the mission and goals of the College.

General Education In All Degrees

All NWFSC degree programs contain both general education courses and specialized courses. Students enrolled in Bachelor of Applied Science, Bachelor of Science and Associate in Arts programs complete at least thirty-six (36) general education credits from five subject area categories - Communications, Humanities, Mathematics, Natural Sciences, and Social Sciences. The general education component of each program is designed to further the mission and goals of the college. Upon successful completion of general education coursework, the student will:
Demonstrate proficiency in reading, writing and speaking;
Apply reflection, analysis, synthesis, logical reasoning and evaluation to formulate judgments, reach decisions and solve problems;
Understand and apply mathematical and scientific principles and methods;
Find, evaluate, organize and use information accurately and effectively; and
Participate actively as informed and responsible citizens in social, cultural, global and environmental matters.
The NWFSC General Education Program is designed to conform to all applicable regional accreditation criteria, Florida State Board of Education Rules, and the Florida Statewide Articulation Agreement. Associate in Science students complete at least eighteen (18) general education credits from five (5) subject areas also the general education component of each program is also designed to further the mission and goals of NWFSC. NWFSC's General Education program incorporates Speaking-Across-the-Curriculum and Writing-Across-the-Curriculum requirements.

Speaking-Across-the-Curriculum

Oral communication is an integral part of the NWFSC general education program; thus several general education courses include graded activities designed to build speaking and communication skills. All Bachelor of Applied Science (B.A.S.), Bachelor of Science (B.S.), Associate in Arts (A.A.), Associate of Science (A.S.), and Associate of Applied Science (A.A.S.) degree-seekers must satisfy the Speaking-Across-the-Curriculum requirement and may do so by completing at least one of the general education courses designated as part of the Speaking-Across-the-Curriculum component of the General Education program. See the A.A. Degree General Education Requirements of catalog for specific courses.

Writing-Across-the-Curriculum

All associate degree students must complete at least one three-credit writing class as part of their general education program. Additional writing activities are required in all general education humanities courses. Bachelor of Applied Science, Bachelor of Science and Associate in Arts students must complete twelve (12) to fifteen (15) college credits from designated General Education Gordon Rule Communication, Humanities and Social Science subject areas. All associate degree students must complete 3 college credits from designated General Education Gordon Rule Communication, Humanities, and Social Science subject areas. See the A.A. Degree General Education Requirements section of catalog for specific courses.

Gordon Rule

Florida's Gordon Rule (FAC Rule 6A-10.030) includes a legislative mandate that all baccalaureate and Associate in Arts graduates successfully complete specific writing and math requirements. Bachelor of Applied Science, Bachelor of Science and Associate in Arts graduates must have successfully completed at least 21 college credits from designated General Education Gordon Rule Communication, Humanities, Social Science and Mathematics subject areas. A.S. graduates must have successfully completed at least 9 college credits from designated General Education Gordon Rule Communication, Humanities, Social Science and Mathematics subject areas.
All Bachelor of Applied Science (B.A.S.), Bachelor of Science (B.S.), Associate in Arts (A.A.), Associate of Science (A.S.), and Associate of Applied Science (A.A.S.) degree-seekers must also earn a grade of "C" or higher in each Gordon Rule course used to satisfy general education requirements, whether the credits are earned at NWFSC or elsewhere.

Civic Literacy Competency

In accordance with Rule 6A-10.02413, Florida Administrative Code (F.A.C.), Civic Literacy Competency, as required by section 1007.25(4), Florida Statutes (F.S.), students enrolled in an A.A. or baccalaureate program initially entering the Florida College System or State University System under the 2021-2022 Catalog or later must demonstrate civic literacy competency prior to graduation through successful completion (with a grade of "C" or higher) of POS 1041 or AMH 2020 and by achieving a passing score on an assessment outlined in the table below.
Prior to the award of an associate in science or associate in applied science degree, students initially entering a Florida College System institution in the 2022-23 school year, and thereafter, must demonstrate competency in civic literacy.

Assessment	Standard Score
AP Government and Politics: United States	3
AP United States History	4
CLEP: American Government	50
Florida Civic Literacy Exam	60%

General Education Core Digital Badges

ENC1101 and the "Fundamentals of Written Communication" Digital Badge
Upon completion of ENC1101 or a course for which ENC1101 is a prerequisite with a grade "C" or better, a "Fundamentals of Written Communication" digital badge will be automatically awarded.
Defining "Fundamentals of Written Communication"
Effective written communication is the ability to communicate ideas, information, and perspectives clearly, adapting a message to different audiences and situations, and using the appropriate style to convey meaning in various written contexts.
Learning Outcomes
By completing the college course associated with this badge, you will demonstrate information literacy, comprehension of written material, and conveying information in writing for a variety of rhetorical purposes and audiences. Some of the learning outcomes associated with the college course that results in this badge include the following:
Examining and analyzing written material.
Synthesizing information and ideas.
Developing content relevant to the purpose.
Demonstrating the ability to write to a specific audience.
Presenting a perspective informed by research and critical thinking.
Revising written communication based on feedback.
Importance in Workplace
Enhances an employee's ability to interpret and evaluate a wide variety of written material.
Promotes research, critical thinking, and problem solving.
Advances the development of clearly written material relevant to the intent.
Enhances the use of appropriate language for the intended audience.
Increases the competent, effective, and responsible use of information.

Image
A digital badge will be available to students upon completion of credential requirements. This badge includes the logos for the FCS and SUS and includes the title, "Fundamentals of Written Communication."

Bachelor Degrees

This page is a duplicate - need to update 9337

Bachelor of Applied Science (B.A.S.) Degree

B.A.S. in Management and Supervision Degree B.A.S. in Project Management Degree

NWFSC is approved by the State of Florida Board of Education to offer the Bachelor of Applied Science Degree in Project Management (B.A.S.) and the Bachelor of Applied Science Degree in Management and Supervision (B.A.S.).
The B.A.S. degree offers students a unique opportunity to gain the skills and knowledge necessary for career advancement in a variety of areas. Program content has been developed with input from local employers and is reflective of traditional business management degrees, as well as of the technical skills identified by various professional organizations.
There are four pre-planned areas of emphasis in the Management and Supervision program. Areas of specialization include:
Healthcare Management
Human Resources Management
Supervision
Public Safety

Project Management
Project Management
The B.A.S. program provides a career-ladder for students who have already completed an associate's degree and who wish to continue their education at the bachelor's level, or beginning students may design a program of study for the degree as early as the freshman year if they have not yet obtained an associate's degree.
Coursework for the degree is designed with the working student in mind and is offered with classes available evenings, weekends, in concentrated fast-track terms, through eCampus/Distance Learning, or structured as "blended/hybrid" classes (part traditional classroom and part non-traditional format). Coursework incorporates internships, seminars, and other work-based learning activities designed to ensure students acquire the latest skills and content. Students receive the full range of articulation and transfer rights guaranteed by Florida law through common course numbering and the statewide articulation agreement.

Graduation Requirements for the B.A.S. Degrees

Students seeking a Bachelor of Applied Science degree must meet the following requirements:
Complete applicable admission requirements for the program. See the Admissions section of the catalog.
Complete at least 30 credit hours of 1000, 2000, 3000, or 4000 level coursework at NWFSC.
Maintain an institutional cumulative GPA of at least 2.00 in all undergraduate credit hours.
Earn a minimum grade of "C" for all B.A.S. Core and Emphasis courses.
Complete all A.A. Degree General Education Requirements , including Gordon Rule , Speaking-Across-the-Curriculum , and Civic Literacy Competency (Gordon Rule and Civic Literacy Competency require a minimum grade of "C").

Completion of two sequential courses in high school foreign language, a minimum of 6 credit hours in one foreign language at the college level or an appropriate score on an approved CLEP examination.
Complete at least twenty-one (21) credit hours of the Core and Emphasis program coursework at NWFSC.
Complete a minimum of one hundred and twenty (120) college credits applicable toward the BAS degree.
Satisfy all outstanding obligations to the college.

Management and Supervision - Health Care Management (B.A.S.)

State CIP Code 1105202991
*This program is available fully online
See the BAS Management and Supervision Flowchart .

Management and Supervision - Human Resources Management (B.A.S.)

State CIP Code 1105202991
*This program is available fully online
See the BAS Management and Supervision Flowchart .

Management and Supervision - Supervision (B.A.S.)

State CIP Code 1105202991
*This program is available fully online
See the BAS Management and Supervision Flowchart .

Project Management - Project Management (B.A.S.)

State CIP Code 1105202021
See the BAS Project Management Flowchart

Management and Supervision – Public Safety (B.A.S.)

State CIP Code 1105202991
*This program is available fully online
**All students must meet with an advisor prior to registration to ensure proper course sequence. Students must enroll in PAD 3003 during the first semester of the program.

See the BAS Management and Supervision Flowchart .

Bachelor of Science (B.S.) Degree in Education

B.S. in Early Childhood Education, Birth through Four Degree - Offered Online

The Bachelor of Science Degree in Early Childhood Education, Birth through Four is designed to prepare students to work in programs serving children ages 0-4 years. Graduates will be prepared to advance in the Early Childhood career field. The degree offers a career ladder for students earning the Associate of Science in Early Childhood Education at NWFSC, which includes the state-mandated prerequisite courses. Students earning an A.A. may also enter this program after completing the state-mandated prerequisite courses. Coursework is designed for the working adult, and is offered online.

B.S. in Elementary Education Degree

NWFSC is approved by the Florida Board of Education to offer the Bachelor of Science in Elementary Education, which leads to state certification in teacher education. This degree is designed to provide a career ladder for those who have already completed

an Associate in Arts (A.A.) degree or have 60 hours of acceptable lower division coursework and who wish to continue their education at the bachelor's level. The Bachelor of Science in Elementary Education also includes endorsements in Reading and English for speakers of other languages.

Graduation Requirements for B.S. in Early Childhood Education, Birth through Four Degree

Students seeking a Bachelor of Science degree in Early Childhood Education, Birth through Four must meet the following requirements:
Complete applicable admission requirements for the program. See the Admissions section of the catalog.
Complete at least 30 credit hours of 1000, 2000, 3000, or 4000 level coursework at NWFSC.
Maintain an institutional cumulative grade point average of at least 2.00 in all undergraduate credit hours.
Complete all A.A. Degree General Education Requirements including Gordon Rule , Speaking-Across-the-Curriculum , and Civic Literacy Competency . Must be completed with a grade of "C" or higher.
Completion of two sequential courses in high school foreign language, a minimum of 6 credit hours in one foreign language at the college level or an appropriate score on an approved CLEP examination.
Complete at least thirty (30) credit hours of the Core coursework at NWFSC.
Complete a minimum of one hundred and twenty (120) college credits applicable toward the B.S. degree.
Satisfy all outstanding obligations to the college.

Graduation Requirements for B.S. in Elementary Education Degree

Students seeking a Bachelor of Science degree in Elementary Education must meet the following requirements:
Complete applicable admission requirements for the program. See the Admissions section of the catalog.
Complete at least 30 credit hours of 1000, 2000, 3000, or 4000 level coursework at NWFSC.
Maintain an institutional cumulative grade point average of at least 2.00 in all undergraduate credit hours.
Complete all A.A. Degree General Education Requirements with a minimum grade of ("C") (including Gordon Rule , Core, Speaking-Across-the-Curriculum , and Civic Literacy Competency).
Complete all state-mandated prerequisites, required additional lower division course work and Program Content Courses with a grade of "C" or higher.
Completion of two sequential courses in high school foreign language, a minimum of 6 credit hours in one foreign language at the college level or an appropriate score on an approved CLEP examination.
Complete at least thirty (30) credit hours of the upper division Core coursework at NWFSC.
Pass the three Florida Teacher Certification Examinations: General Knowledge, Professional Education and appropriate Subject Area.
Complete a minimum of one hundred and twenty (120) college credits applicable toward the B.S. degree.
Satisfy all outstanding obligations to the college.

Elementary Education (B.S.)

State CIP Code 1101312021
The first sixty credits in the following program of study are designed to prepare students not only for the A.A. degree, but also for the General Knowledge exam and Elementary Subject Area exam of the Florida Teacher Certification Exam (FTCE).
If you plan to be an elementary school teacher and are just beginning your A.A. degree, this program of study will best prepare you for that career choice. If you have already completed your A.A. degree and some of your general education courses differ from those listed below, your A.A. degree will still meet that component of the admission process; however, you may need to complete additional coursework, independent study, or workshops to be well prepared for the FTCE Elementary Subject Area exam. A passing score on the FTCE Elementary Subject Area exam is one of the graduation requirements for this degree. For a detailed summary of graduation requirements for this degree program, see the Bachelor of Science graduation requirement section.
Courses with the "C" designation include extra hours to accommodate field experiences.
Substitutions for any coursework in this program of study must be approved by the Teacher Education Program Director. Please note that some courses below may require lower division prerequisites not specified as program requirements. Requirements for Teacher Education programs may change due to legislative mandate. Candidates should request the most current requirements from the Teacher Education Program Director.

Early Childhood Education, Birth through Four (B.S.)

State CIP Code 1101312102
*This program is available fully online
The Bachelor of Science in Early Childhood Education, Birth through Four is designed to prepare students to work in programs serving children ages 0-4 years. Graduates will be prepared for advancement in the Early Childhood career field. The degree offers a career ladder for students earning the Associate of Science in Early Childhood Education at NWFSC, which includes one state-mandated prerequisite courses. A.S. students will complete an additional 18 hours of General Education classes during their upper division coursework, after admission to the Early Childhood Education program. Students earning an A.A. may also enter this program after completing the state-mandated prerequisite courses. These students will complete technical classes during their upper division coursework after admission to the Early Childhood Education program. For a detailed summary of graduation requirements for this degree program, see the Bachelor of Science graduation requirement section.
Substitutions for any coursework in this program of study must be approved by the Teacher Education Program Director. Please note that some courses below may require lower division prerequisites not specified as program requirements.

EEC 4714 - Facilitating Social Development In The Classroom

The focus of this course is on implementing effective classroom management practices including establishing an appropriate physical environment, setting up appropriate classroom routines and rules and creating a positive classroom community. Emphasis will be on strategies for guiding children's behavior, teaching social problem-solving skills and responding appropriately to challenging behaviors.

Credit Hour(s): 3 Credit Hours When Offered: (Spring, as needed) Prerequisite(s):
Upper Division Standing

EEC 4940 - Internship

Supervised teaching in an assigned Early Childhood Education setting. Student teaching assignments will be made by the Department of Teacher Education Office. This course requires a minimum grade of "C". Current background check (fingerprinting) is required for this course.

Credit Hour(s): 9 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
Upper Division standing with permission of Department Chair

Bachelor of Science (B.S.) Degree in Nursing

B.S. in Nursing Degree

The baccalaureate program in nursing at NWFSC is accredited by the Commission on Collegiate Nursing Education (http://www.ccneaccreditation.org). The program is an R.N. to B.S.N. degree career ladder and is open to applicants who currently hold a valid Registered Nursing license and have completed an ADN or diploma program. The program can be completed in three to four semesters. Program content for the B.S.N. program meets those specified in Florida's A.S. to B.S. Articulation Manual. All theory courses are taught through NWF Online (https://www.nwfsc.edu/online/) and observership experiences target the specific needs found locally, nationally, and internationally.

Graduation Requirements for the B.S. in Nursing Degree

Students seeking the Bachelor of Science degree in Nursing (B.S.N.) must meet the following requirements:
Complete applicable admission requirements for the program. See the Admissions section of the catalog.
Complete at least 30 credit hours of 1000, 2000, 3000, or 4000 level coursework at NWFSC.
Maintain an institutional cumulative GPA of at least 2.00 in all undergraduate credit hours.
Complete all program course requirements with a minimum grade of "C" (including lower division courses, common pre-requisites,

and upper division core courses.)
Complete all A.A. Degree General Education Requirements with a minimum grade of "C" (including Gordon Rule , Speaking-Across-the-Curriculum and Civic Literacy Competency).
Completion of two sequential courses in high school foreign language, a minimum of 6 credit hours in one foreign language at the college level, or an appropriate score on an approved CLEP examination.
Complete at least fifteen (15) credit hours of the Core coursework (not to include portfolio assessment) at NWFSC.
Complete a minimum of one hundred and twenty (120) college credits applicable toward the B.S.N. degree.
Satisfy all outstanding obligations to the college.

Nursing (B.S.)

State CIP Code 1105138012
*This program is fully available online.
The baccalaureate program in nursing at Northwest Florida State College is accredited by the Commission on Collegiate Nursing Education (http://www.ccneaccreditation.org).
The program is an R.N. to B.S.N. degree career ladder and is open to applicants who currently hold a valid Registered Nursing license and have completed an ADN or diploma program. The program can be completed in three to four semesters. Program content for the B.S.N. program meets those specified in Florida's A.S. to B.S. Articulation Manual. All theory courses are taught through NWF Online (https://www.nwfsc.edu/online/) and experiential learning can be completed near the student's residence.

Associate in Arts Degree

Associate in Arts Degree

The Associate in Arts (A.A.) degree is equivalent to the first two years of a bachelor's degree program and is offered for those students planning to transfer to a four-year institution or to remain at Northwest Florida State College (NWFSC) to complete the last two years of a bachelor's degree program. Although the number of credits and specific courses required for a bachelor's degree may vary across four-year institutions, The State of Florida has a statewide articulation agreement between Florida College System (FCS) institutions and State University System (SUS) institutions. Please see the Florida Statewide Articulation Agreement for A.A. Degree section of the Catalog for additional information. Students pursuing the A.A. degree should work closely with a Student Success Navigator to select the appropriate courses that meet their long-term educational goals.

Graduation Requirements for the A.A. Degree

The A.A. degree curriculum requires the following.
Complete a minimum of 60 college credits per the following distribution:
Complete 36 credit hours of general education courses distributed appropriately across the Communications, Humanities, Social Sciences, Mathematics, Natural Sciences, and General Education Elective categories presented in the A.A. Degree General Education Requirements.
Complete 3 credit hours of an eligible Speaking-Across-the-Curriculum course.
Completion of two sequential credits in high school foreign language, a minimum of 6 credit hours in one foreign language at the college level or an appropriate score on an approved CLEP examination.
Complete 24 credit hours of college credit electives. Students should consult with a Student Success Navigator to select the electives most appropriate to their intended baccalaureate program.
Meet the Gordon Rule (FAC Rule 6A-10.030) minimum grade and writing requirements:
Attain a grade of "C" or higher in each Gordon Rule writing course (any general education course from the Communications or

Humanities categories, and those designated as Gordon Rule in the Social Science category) whether credits in such courses are earned at NWFSC or transferred for credit from other institutions.
Attain a grade of "C" or higher in each Gordon Rule Mathematics course (any course from the Mathematics category that is used to meet A.A. general education requirements), whether credits in such courses are earned at NWFSC or transferred for credit from other institutions.
Meet the Civic Literacy Competency. In accordance with Rule 6A-10.02413, Florida Administrative Code (F.A.C.), Civic Literacy Competency, as required by section 1007.25(4), Florida Statutes (F.S.), beginning with students enrolled in an A.A. or baccalaureate program under the 2021-2022 Catalog must demonstrate civic literacy competency prior to graduation through successful completion (with a grade of "C" or higher) of POS 1041 or AMH 2020 and by achieving a passing score on an assessment outlined in the table below.

Assessment	Standard Score
AP Government and Politics: United States	3
AP United States History	4
CLEP: American Government	50
Florida Civic Literacy Exam	60%

Complete applicable admission requirements for the program. See the Admissions section of the catalog.
Maintain a minimum 2.0 institutional cumulative GPA in all undergraduate credit hours.
Complete at least 15 credit hours of 1000 or 2000 level coursework at NWFSC.
Satisfy all outstanding obligations to the college.

Transferring to another Four-Year College or University within the State of Florida:

NWFSC will gladly assist students in achieving a smooth transfer to other institutions in Florida. NWFSC partners with several universities across the state, with university liaisons making regular visits to campus to meet directly with students and answer transfer questions. Students may contact Student Success Navigation at (850) 502-2895 or studentsuccess@nwfsc.edu for the names of the liaisons and dates of upcoming visits. In addition, Common Prerequisite Manuals for the Florida State University System are available at https://www.floridashines.org/succeed-in-college/plan-your-path/common-prerequisites.
It is important that students transferring to a four-year institution plan their program so that common prerequisites can be completed for the upper-division transfer school for their major. It is best for the student to complete the entire two-year degree program prior to transfer, as A.A. graduates who transfer to one of the SUS institutions have articulation agreements certain protections under the statewide articulation agreement. Please see the Florida Statewide Articulation Agreement for A.A. Degree section of the Catalog for additional information.
NWFSC is proud to offer the necessary prerequisites for most of the State of Florida University Baccalaureate Programs. Students are encouraged to consult a current catalog from the four-year institution where they plan to transfer and to speak with a Student Success Navigator or faculty member at that institution to acquire an official program plan of study for their intended major. Students should work closely with both a Student Success Navigator at NWFSC and an advisor at their intended four-year institution to ensure a smooth transfer.

Foreign Language Requirements

Students who initially entered a Florida College System institution or state university after Fall 2014 must demonstrate competency in a foreign language. This includes students undertaking coursework for an Associate in Arts degree entering college for the first time following high school graduation in Fall 2014 or later. The requirement stems from Florida Statute s. 1007.262 and SBE Rule 6A-10.02412. NWFSC offers the necessary coursework in French, Spanish, and American Sign Language (ASL) to meet the Florida SUS admission requirements.
Competency may be met through any of the following means:
Completion of two years of high school instruction in the same foreign language (with a grade of D or higher)
Completion of a college-level course at the Elementary-2 level (or higher) in a foreign language or in American Sign Language

(ASL) (e.g., SPN 1121 Spanish 2, FRE 1121 French 2, ASL 1150 American Sign Language 2)
Achievement of appropriate scores using nationally standardized examination programs such as CLEP, AP, etc. following recommendations established by the statewide Articulation Coordinating Committee (ACC)
Documented completion of a high school diploma from a foreign country where the student studied in a language other than English.
Students should contact their intended State University System transfer institution for specific information related to its foreign language admissions requirement.

A.A. - Associate in Arts General Degree

State CIP Code 1192401010
*This program is available fully online
The A.A. is primarily intended as a transfer degree for students continuing to a 4 year bachelor's program at a university or state college.
Associate in Arts students must complete 60 college credits to complete the degree; 36 of these credits must be general education credits distributed across five subject area categories. A student must satisfy the required number of credits in each category. The remaining 24 elective credits should be selected in consultation with an advisor, who will assist with selecting the college credits most advantageous to the student's educational goals.

DAA 1934C - Dance--Special Topics

A defined special topics which is pursued under supervision of a faculty member and recorded through usual departmental procedures. Designed to permit a Collegiate High School student to pursue a course of study in applied dance. This course may be taken up to four (4) times for credit.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

SOW 2020 - Introduction to Social Work

This course will familiarize students with roles, functions, and tasks Social Workers perform in a variety of settings. Students are introduced to primary skills and practices of a generalist Social Worker. Students are exposed to issues of diversity, oppression, and social justice influencing economic, social, and political change. Core values of ethics, collaboration, and multi-method approaches will be paramount, shaping the foundations of Social Work for those students who may be interested in this discipline as a career path.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

Associate in Science Degrees (A.S.), Applied Technology Diploma (ATD), and Certificates/Career Certificate Programs (CCC/CCP)

Associate in Science Degree (A.S.)

The Associate in Science degree provides students with college credit curricula designed to prepare them for employment in various semi-professional, technical, and supervisory fields. The A.S. degree programs include a minimum of 60 college credit hours, of which at least 18 are general education courses. The A.S. degree is not generally intended for transfer; however, many students eventually pursue upper division study after completing the A.S. degree. In recognition of this practice, the general education courses required for the A.S. degree meet all applicable Gordon Rule , Speaking-Across-the-Curriculum , and Civic Literacy Competency standards and minimum grade requirements; all are transferable as general education credits to upper division institutions in the Florida State University System. Many of the technical courses in the A.S. degree are also transferable, but students should work closely with a Student Success Navigator in selecting technical courses if transfer is an eventual goal.

Companion Certificate Programs

Many of the technical certificate programs offered by NWFSC provide the initial step in meeting selected course requirements for an A.S. degree in a related area. Courses from those certificates are the same as or equivalent to comparable courses in the companion degree program. Likewise, courses used in the degree program may be applied to a certificate in a related area; in many cases, completion of the technical courses in the degree program can automatically qualify the student to receive the companion certificate.

Graduation Requirements for an A.S. Degree

A.S. degree students must satisfy the following requirements:
Complete the A.S. Degree General Education Requirements (Gordon Rule , Core, Speaking-Across-the-Curriculum , and Civic Literacy Competency courses require a minimum grade of "C").
Complete a minimum of 25% of the required coursework for each credential at NWFSC (15 - 19 credit hours of 1000 or 2000 level coursework depending on the total credit hours required of the program).
Maintain a minimum 2.0 institutional cumulative GPA in all undergraduate credit hours.

Customizing an A.S. to Meet a Specific Career Goal

In order to provide a student with the strongest technical background feasible, some technical courses within a given degree program may be adjusted to meet the student's targeted career goal. In these special cases, course substitutions may be approved upon recommendation of the Department Chair/Program Director and approved by the appropriate dean.

Applied Technology Diploma (ATD)

In accordance with Rule 6A-10.024, Florida Administrative Code, ATD programs shall have a guaranteed transfer period of up to three years following the ATD award date. Applied technology diploma students entering an associate degree program shall meet the admissions standards as outlined in section 1007.263, F.S. Additional admissions requirements for limited access programs may be established by the Florida College System institution board of trustees.

Graduation Requirements for the ATD

To successfully complete an ATD, the student must meet the following requirements:
Complete the courses and other requirements as specified in the program of study.
Maintain a minimum 2.0 institutional cumulative GPA in all vocational credit hours.
Satisfy all other college graduation requirements.

Career Certificate Program (CCP)

Career Certificate Programs are comprised of vocational credit hour courses and are designed to prepare students for direct entry into employment. The certificates are generally less than one year in length and are designed to prepare students for employment in selected occupational skill areas. The curriculum is heavily oriented toward problem solving and skill application. In certain circumstances, the skills acquired through completion of a Career Certificate Program may be articulated into comparable college credit work and applied to college credit certificate, or A.S. degree programs. Students should work closely with an Student Success Navigator to plan their studies in a way to take advantage of this opportunity.

Graduation Requirements for a CCP

To successfully complete a CCP, the student must meet the following requirements:
Complete the courses and other requirements as specified in the program of study.
Complete a minimum of 25% of the required coursework for each credential at NWFSC (3 - 12 vocational credit hours depending on the total vocational credit hours required of the program).
Maintain a minimum 2.0 institutional cumulative GPA in all vocational credit hours.

Satisfy all other college graduation requirements.
In addition, students pursuing a CCP that is 15 or more vocational credit hours must demonstrate minimum skill levels in Math, Language, and Reading as measured by the TABE (Test of Adult Basic Education). The levels vary for each CCP.

College Credit Certificates (CCC)

College credit certificates range from nine (9) to forty-two (42) credits in length, although most are comprised of thirty (30) credits, and require approximately one academic year to complete. Courses in these certificates include professional and technical skills, with an emphasis on practical application.
Each of the NWFSC credit certificates is paired with a companion A.S. degree program. Upon successful completion of the college credit certificate, the student may receive credit toward approximately 45% to 50% of the course requirements in the companion degree program. Conversely, students who successfully complete the technical credits within a companion degree program may qualify for graduation from the appropriate certificate program. In this manner, students may receive two graduation credentials from the college. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

Graduation Requirements for a College Credit Certificate (CCC)

To successfully complete a CCC, the student must meet the following requirements:
Complete the courses and other requirements as specified in the program of study.
Complete a minimum of 25% of the required coursework for each credential at NWFSC (3 - 11 credit hours of 1000 or 2000 level coursework depending on the total credit hours required for the program).
Maintain a minimum 2.0 institutional cumulative GPA in all undergraduate credit hours.
Satisfy all other college graduation requirements.

Certificate to A.S. Degree Career Paths

Many of the technical certificate programs offered by NWFSC provide the initial step in meeting selected course requirements for an A.S. degree in a related area. Courses from those certificates are the same as or equivalent to comparable courses in the companion degree program. Likewise, courses used in the degree program may be applied to a certificate in a related area; in many cases, completion of the technical courses in the degree program can automatically qualify the student to receive the companion certificate.
A.S. degrees that have corresponding articulated certificates are:
Auxiliary Law Enforcement Officer (Basic)
Correctional Officer (Basic)
Law Enforcement Officer (Basic)
Firefighter I/II
Firefighter/Emergency Medical Technician
Medical Coder/Biller
Welding
The companion college credit certificates are automatically added to the students' program of study upon admission to the A.S. program. Once the student has met all course requirements for the companion certificate, they will be reviewed during the auto-graduation process. Students who have met all the requirements for a certificate will automatically be awarded the applicable credential at the end of the semester in which all certificate requirements have been fulfilled.

Accounting Technology

Accounting Technology (A.S.)

State CIP Code 1552030201
*This program is available fully online

Students who successfully complete selected courses from this program of study may be eligible to receive the college credit certificate in Accounting Technology Management (CCC) (State CIP Code 0552030205).

Accounting Technology Management (CCC)

State CIP Code 0552030205
*This program is available fully online
Students who successfully complete this certificate may be eligible to receive credits towards the Accounting Technology (A.S.) degree (State CIP Code 1552030201).

ACG 2021 - Financial Accounting

This course covers the fundamental principles and procedures of double entry accounting as applied to the financial records of a business entity. The preparation of an income statement, statement of owner's equity and balance sheet are emphasized. Specific transactions and internal control associated with cash, accounts receivable and inventory willbe examined in detail. The code of professional ethics will be highlighted throughout the course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

APA 1000 - Accounting Fundamentals I

Introduction to the principles used in measuring organization performance and reporting the results of organizational activities. Recommended for non-accounting majors.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

Aviation

Unmanned Vehicle Systems Operations (A.S.)

State CIP Code 1615080102
The program will offer a core of courses that will develop an operational knowledge of UAS design, limitations, operations, and maintenance as well as proper aeronautical decision making.
The sixty-two (62) credit hour curriculum framework focuses instruction on the knowledge and skills required to meet the Airman Certification Standards published by the FAA to obtain a Remote Pilot Certificate. Intellectual knowledge focuses on the theory, practice, information security, regulatory requirements, and execution of commercial UAS operations. Aviation law and regulations, aviation meteorology, aerodynamics, national airspace structure, vehicle design and control, and human factor considerations are all components of the classroom delivery. UAS operational skills are developed and are refined through hands-on instruction for practical application.

Professional Pilot Technology (A.S.)

State CIP Code 1649010200

This program provides students with the skills and knowledge needed to earn the FAA pilot certificates required to begin their flying careers. Students may start taking course leading to the degree, however, they must first obtain a private pilot certificate prior to starting in flight training courses. Students completing the degree will earn a Commercial Pilot certificate with single and multi-engine, and instrument rating. Student may also earn a Flight Instructor certificate as an elective. Students already holding pilot certificates and/or ratings may receive college credit for those certificates as determined by Northwest Florida State College program policies and the Federal Aviation Administration rules which may include an evaluation of the student's certificates, training received, and conducting flight proficiency checks. Additionally, this is a high cost program and it requires the student to first obtain the appropriate medical certificate prior to the start of flight training. Successful completion of the program will allow graduates to start in entry-level jobs as pilots or as flight instructors to enable building the required flight hours for more advanced flying careers.

Aviation Airframe Mechanics (CCP)

State CIP Code 0647060703
Admissions Requirement: The applicant must 1) earn a Postsecondary Education Readiness (PERT) score that demonstrates college readiness [[permalink=556|new:{'title':1}#placement-chart]](score information)[[/permalink]] or 2) pass Tests of Adult Basic Education (TABE) with a completion level 10, unless otherwise exempt.
The Aviation Airframe Mechanics certificate program provides the training leading to eligibility to test for the written, and oral and practical exams required to obtain the Federal Aviation Administration (FAA) Airframe Mechanics license. This program provides instruction consisting of a sequence of courses that involves the theoretical knowledge and practical laboratory training to develop the skills necessary to fulfill the FAA eligibility requirement for testing.
This training is highly intensive in developing the academic, technical, and professional skills, knowledge and attitudes required for success in the aviation maintenance field. It is a clock hour program which is approximately 12 months in length, and is designed to meet the FAA standards which dictates a rigid class attendance and grading policy. Subjects will include inspect, service, repair, and overhaul of various airframe systems and components to include aircraft structures, hydraulics, electrical and electronics, flight controls, landing gear and brakes, aircraft instruments and cabin environmental systems.
Successful completion of the program, and acquiring the FAA airframe license will provide career opportunities within general aviation, commercial airlines, repair stations, airframe manufacturing, as well as maintenance support of military aircraft.

Aviation Powerplant Mechanics (CCP)

State CIP Code 0647060801
This program is pending FAA Part 147 Certification approval.
Admissions Requirement: The applicant must 1) earn a Postsecondary Education Readiness (PERT) score that demonstrates college readiness [[permalink=556|new:{'title':1}#placement-chart]](score information)[[/permalink]] or 2) pass Tests of Adult Basic Education (TABE) with a completion level 10, unless otherwise exempt.
The Aviation Powerplant Mechanics certificate program provides the training leading to eligibility to test for the written, oral, and practical exams required to obtain the Federal Aviation Administration (FAA) Powerplant Mechanics license. This program provides instruction consisting of a sequence of courses that involves the theoretical knowledge and practical laboratory training to develop the skills necessary to fulfill the FAA eligibility requirement for testing.
This training is highly intensive in developing the academic, technical, and professional skills, knowledge and attitudes required for success in the aviation maintenance field. It is a vocational credit program which is approximately 15 months in length, and is designed to meet the FAA standards which dictates a rigid class attendance and grading policy. Subjects will include inspect, service, repair, and overhaul of various powerplant systems and components to include reciprocating and turbine engines, electrical and electronics, precision measurement, propeller service, and fuel system diagnosis.
Successful completion of the program and acquiring the FAA powerplant license will provide career opportunities within general aviation, commercial airlines, repair stations, powerplant manufacturing, as well as maintenance support of military aircraft. Many students complete both the Airframe and Powerplant programs to increase their skillsets and employability. Students that already completed the Aviation maintenance Technology General sequence of courses are not required to complete them again as part of the powerplant program.

Commercial Pilot (CCC)

State CIP Code 0649010202
This program will create an additional completion point for students working towards the Professional Pilot Technology AS degree. Not Eligible for Funding via the GI Bill or VA.

AMT 0821C - Aviation Maintenance Technology Powerplant I

This course is designed to introduce skills and the necessary knowledge and understanding of aircraft reciprocating engine fundamentals, reciprocating engine ignition systems, reciprocating engine fuel, fuel metering and induction systems, reciprocating engine exhaust, cooling and lubrication, and propellers and propeller governing systems.

Credit Hour(s): 225 Clock Hours/7.5 Vocational Credits When Offered: (Fall) Prerequisite(s):
AMT 0704 minimum grade = C

Prereq/Corequisites:
AMT 0822C minimum grade = C

AMT 0822C - Aviation Maintenance Technology Powerplant II

This course is designed to introduce skills and the necessary knowledge and understanding of aircraft reciprocating engine overhaul; reciprocating engine removal, installation and operation; and reciprocating engine inspection, troubleshooting and maintenance.

Credit Hour(s): 225 Clock Hours/7.5 Vocational Credits When Offered: (Fall) Prerequisite(s):
AMT 0704 minimum grade = C

Prereq/Corequisites:
AMT 0821C minimum grade = C

AMT 0823C - Aviation Maintenance Technology Powerplant III

This course is designed to introduce skills and the necessary knowledge and understanding of aircraft turbine engine fundamentals; engine fire protection and engine instrument systems; and power plant electrical systems.

Credit Hour(s): 225 Clock Hours/7.5 Vocational Credits When Offered: (Fall) Prerequisite(s):
AMT 0822C minimum grade = C

Prereq/Corequisites:
AMT 0824C minimum grade = C

AMT 0824C - Aviation Maintenance Technology Powerplant IV

This course is designed to introduce skills and the necessary knowledge and understanding of aircraft turbine engine overhaul; turbine engine removal, installation and operation; and turbine engine inspection, troubleshooting, and maintenance.

Credit Hour(s): 225 Clock Hours/7.5 Vocational Credits When Offered: (Fall) Prerequisite(s):
AMT 0822C minimum grade = C

Prereq/Corequisites:
AMT 0823C minimum grade = C

ASC 1320 - Aviation Laws and Regulations

Upon completion of the course, the student will be able to describe and explain the activities and roles played by federal, state, and local aviation entities. Will be able to outline the manner in which the FAA enforces aviation administrative regulations. Will be able to differentiate between the public and private sectors of aviation liability and describe methods to minimize risk. Will be able to compare and contrast domestic and international aviation law.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ASC 1582C - Agricultural Use of UAS

This course discusses the use of Uncrewed Aerial Systems in the field of Agriculture. It will involve the study of UAS Technologies used to monitor plant growth, evaluate soil conditions, monitor animal operations, develop integrated pest management plans, make fertilizer recommendations, provide yield estimates of agricultural and forage crops, and make forest management decisions using UAS Images and Data. The course is designed to prepare students for a specialist Certification via the Florida Farm Bureau.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prereq/Corequisites:
ATT 1100

ASC 1610C - Aircraft Systems and Components

This course provides students with a basic understanding of the various types of aircraft engines, systems, and structures in use in both general aviation and transport category aircraft (airliners). Students will learn about engine types and their construction, operating procedures, and performance. Aircraft structures and construction methods will also be examined, along with an overview of hydraulic, electric, pressurization, fuel, and anti-ice systems.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ASC 1870 - Aviation Safety

The primary goal of this course is to provide aspiring aviation professionals with a comprehensive understanding and enhanced awareness of aviation safety. Class participation in analyzing the probable cause of selected aviation accidents, field trips, and guest speakers will be featured. Federal agencies which regulate aviation, with emphasis on those concerned with safety, will be studied. Information on how flight affects the human body and actions to minimize adverse effects.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ASC 2210 - Aviation Meteorology

This introductory level course acquaints the aviation student with the fundamentals of the Earth's atmosphere, current theories on meteorology, and the effects of weather on aircraft and air traffic control. Particular emphasis will be given to the acquisition and interpretation of weather reports and forecasts from various weather information sources. Aviation weather is specifically designed for the aviation student wishing to improve his knowledge and understanding of aviation weather (both theory and services) beyond that necessary for any of the FAA computer-based pilot knowledge tests.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ASC 2473 - Human Factors and Resource Management

This course provides an introduction to the field of human factors, which focuses on the interaction between humans and machines in the complex aviation environment. Human physiology and human performance within the flight environment are examined in depth. Students apply human factors concepts to single pilot resource management (SRM) and crew resource management (CRM) within the framework of threat and error management (tem). Professionalism in aviation is a major focus of the course.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ASC 2550 - Aerodynamics

An analysis of the physical laws and aerodynamic principles which govern the flight and performance of aircraft stability and control, weight and balance, and aircraft instruments affecting flight operational considerations of controllable pitch propellers, retractable gear, weather, and precision maneuvers.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prereq/Corequisites:
PHY 1020

ASC 2561C - Unmanned Aerial Systems Operations

This course serves as follow-on to the introductory Unmanned Aerial Systems (UAS) course. It builds on the student's understanding of UAS history, technology, and regulations and builds on those to provide a basis for operating small UAS platforms (<55 pounds). Students will gain additional exposure to a variety of UASs operations, including aerial imaging, and search and

rescue operations. Additional flight operations will be conducted in a controlled environment to provide exposure to real-world situations, with the intent of preparing the student for the FAA's UAS operator certificate.

Credit Hour(s): 4 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
ASC 2560C - Unmanned Aerial Vehicles & Systems

ASC 2562C - UAS Operations and Cross Country Data Entry

This course will address the use of the various systems and navigation equipment that exists on unmanned aircraft. Students will learn to analyze and identify the different systems that are employed on unmanned aircraft. They will identify the appropriate navigational system packages that are employed on various unmanned aircraft. Unmanned aircraft employ navigation systems that are, in many ways, significantly different than manned aircraft. These systems include navigation by ground observers; navigation using GPS determined position on a ground-based moving map display; and fully-autonomous GPS-based navigation. Students will differentiate the types of navigation systems available; and use the appropriate procedure to enter the navigation data into the unmanned aircraft's navigational system.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ASC 2563C - UAS Applications in Aerial Photography

This course will familiarize the student with guidelines, regulatory standards, and practical operational considerations for aerial photography and videography techniques specific to the use of unmanned aircraft systems (UAS). Current procedures and relevant practical application methods will provide a basis for commercial applications that leverage future UAS technologies.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prereq/Corequisites:
ASC 2560C

ASC 2566C - Remote Pilot Operations

This course provides the basic knowledge and skills to establish a firm foundation for a career as a professional remote pilot through the practical application of regulations and flight planning for fixed wing and rotor unmanned aircraft. This course also provides a foundation and understanding of the essential elements of risk management and decision making as required by the unmanned aviation industry.

Credit Hour(s): 4 Credit Hours When Offered: (Offered as needed)

ATF 1100L - Private Pilot Flight

A study of skills needed to safely exercise privileges and responsibilities of a private pilot. Students apply information regarding aerodynamics, aircraft systems, aviation regulations, us airspace system, weight and balance, aircraft performance, aviation and weather, flight publications, basic flight physiology, and flight safety. Students completethe appropriate lessons and pass the federal aviation administration private pilot practical exam to satisfactorily complete the course. This courseincludes 35 hours of total flight instruction with at least 20 hours of dual flight instruction and 5hours of solo training, including ground instruction and pre-/post flight briefings with an FAA-approved flight instructor. The cost for anyadditional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights perweek, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass.1. Students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students), 2. Students must be U.S. citizens or have TSA authorization tostart flight training, and 3. Students must meet with the Program Manager to verify documentation and review course requirements and flight training costs. Northwest Florida State College provides the flight instruction through a college-contracted flight school.NWFSC does not waive the course fees for this program for active-dutymilitary students using Tuition Assistance.This course is not eligible for GIbill funding. Veteran students are financially responsible for all tuition and fees.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring, Summer) Prereq/Corequisites:
ATT 1100

ATF 1100L - Private Pilot Flight

A study of skills needed to safely exercise privileges and responsibilities of a private pilot. Students apply information regarding

aerodynamics, aircraft systems, aviation regulations, us airspace system, weight and balance, aircraft performance, aviation and weather, flight publications, basic flight physiology, and flight safety. Students completethe appropriate lessons and pass the federal aviation administration private pilot practical exam to satisfactorily complete the course. This courseincludes 35 hours of total flight instruction with at least 20 hours of dual flight instruction and 5hours of solo training, including ground instruction and pre-/post flight briefings with an FAA-approved flight instructor. The cost for anyadditional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights perweek, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass.1. Students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students), 2. Students must be U.S. citizens or have TSA authorization tostart flight training, and 3. Students must meet with the Program Manager to verify documentation and review course requirements and flight training costs. Northwest Florida State College provides the flight instruction through a college-contracted flight school.NWFSC does not waive the course fees for this program for active-dutymilitary students using Tuition Assistance.This course is not eligible for GIbill funding. Veteran students are financially responsible for all tuition and fees.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring, Summer) Prereq/Corequisites:
ATT 1100

ATF 2201L - Commercial Flight I

This is the first of three courses needed to complete the training required for the FAA Commercial Pilot certificate for single-engine airplanes. This course covers the first phase of commercial pilot training: cross-country navigation and flight review. It includes 33 hours of solo flight, 11 hours of dual flight instruction, and five hours of ground instruction and pre-/post flight briefings with an FAA-approved flight instructor. After completing this course, students take Commercial Flight II and III to meet the requirements for the Commercial Pilot certificate. It should be noted that the hours above are based on FAA-syllabus minimums, and students may exceed these minimum hours. The cost for these additional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights per week, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass. This course also has special requirements, which students must meet prior to enrolling:
1. students must hold a Private Pilot, Airplane Single-Engine Land certificate
2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs. Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):
Students must hold a Private Pilot, Airplane Single-Engine Land certificate

Prereq/Corequisites:
Must be enrolled in, or have completed ATT 2110

ATF 2202L - Commercial Flight II

This is the second of three courses needed to complete the training required for the FAA Commercial Pilot certificate for single-engine airplanes. This course covers the second and third phases of commercial pilot training: cross-country time-building. It includes 32 hours of solo flight, 14 hours of dual flight instruction, and five hours of ground instruction and pre-/post flight briefings with an FAA-approved flight instructor. After completing this course, students take Commercial Flight III to complete the requirements for the Commercial Pilot certificate. It should be noted that the hours above are based on FAA-syllabus minimums, and students may exceed these minimum hours. The cost for these additional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights per week, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass. This course also has special requirements, which students must meet prior to enrolling:
1. students must hold a Private Pilot, Airplane Single-Engine Land certificate
2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs. Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):
Students must hold a Private Pilot, Airplane Single-Engine Land certificate

Prereq/Corequisites:
ATF 2201L

ATF 2203L - Commercial Flight III

This is the third of three courses needed to complete the training required for the FAA Commercial Pilot certificate for single-engine airplanes. This course covers the fourth and fifth phases of commercial pilot training: commercial maneuvers and complex airplane training. It includes 30 hours of dual instruction including 10 hours in a complex airplane, and 12 hours of ground instruction and pre-/post flight briefings with an FAA approved flight instructor. The course requirements are met when the student earns his or her Commercial Pilot certificate for single-engine airplanes. It should be noted that the hours above are based on FAA-syllabus minimums, and students will often exceed these minimum hours. The cost for these additional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights per week, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass. This course also has special requirements, which students must meet prior to enrolling:
1. students must hold a Private Pilot, Airplane Single-Engine Land certificate
2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs.
Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):
Students must hold a Private Pilot, Airplane Single-Engine Land certificate

Prereq/Corequisites:
ATF 2202L

ATF 2305L - Instrument Pilot Flight I

This course provides the training required for the FAA Instrument Airplane rating. It includes 38 hours of dual flight instruction and 9 hours of ground instruction and pre-/post flight briefings with an FAA-approved flight instructor. The course requirements are met when the students earns his or her Instrument rating. It should be noted that the hours above are based on FAA syllabus minimums, and students will often exceed these minimum hours. The cost for these additional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights per week, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass. This course also has special requirements, which students must meet prior to enrolling:
1. students must hold a Private Pilot, Airplane Single-Engine Land certificate
2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs.
Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):
Students must hold a Private Pilot, Airplane Single-Engine Land certificate.

Prereq/Corequisites:
Must be enrolled in, or have completed ATT 1120 .

ATF 2400L - Multi Engine Flight I

This course provides both the ground and flight training needed to earn the FAA Multi-Engine rating. It includes 10 hours of dual flight instruction and 18 hours of ground instruction and pre-/post flight briefings with an FAA approved flight instructor. The course requirements are met when the student earns his or her Multi-Engine Commercial rating. It should be noted that the hours above are based on FAA-syllabus minimums, and students will often exceed these minimum hours. The cost for these additional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights per week, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass.
This course also has special requirements, which students must meet prior to enrolling:
1. students must hold a Private Pilot, Airplane Single-Engine Land certificate,

2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs. Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prereq/Corequisites:
ATF 2203L

ATF 2500L - Certified Flight Instructor I

This course provides the training needed to earn the FAA Certified Flight Instructor certificate for airplanes. It includes 25 hours of dual flight instruction and 6 hours of ground instruction and pre-/post flight briefings with an FAA approved flight instructor. The course requirements are met when the students earns his or her Certified Flight Instructor certificate for airplanes. It should be noted that the hours above are based on FAA-syllabus minimums, and students will often exceed these minimum hours. The cost for these additional flight hours is not covered by the course fee. Pilot students are expected to fly at least three flights per week, not counting Sundays. Students who cannot commit to such a schedule are not likely to pass. This course also has special requirements, which students must meet prior to enrolling:
1. students must hold a Private Pilot, Airplane Single-Engine Land certificate
2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs. Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prereq/Corequisites:
ATT 2131

ATF 2530L - Certified Flight Instructor Instrument

This course provides a study of the aeronautical skills and abilities required for the Certified Flight Instructor Airplane Certificate. Students apply skills from prior classes to explain, demonstrate, and analyze flight maneuvers and resource management skills involved with Private Pilot, Commercial Pilot, and Flight Instructor Certificates. The course also provides practical flight instruction experiences. Students must complete the appropriate flight lessons and pass the Federal Aviation Administration's Flight Instructor Airplane Single Engine Practical Exam to satisfactorily complete the course. Flight training fees (in addition to the cost of tuition) are required and must be paid in advance of the course start date. Flight training fees for this course are based on 25 hours of flight training, which is the minimum number of flight hours allowed by the FAA for completion of the Flight Instructor - Airplane Certification. Any additional training required beyond the FAA minimum is the financial responsibility of the student. This course also has special requirements, which students must meet prior to enrolling
1. students must hold a Private Pilot, Airplane Single-Engine Land certificate
2. students must hold a minimum of an FAA third-class medical certificate (current second class for GI Bill students)
3. students must be U.S. citizens or have TSA authorization to start flight training
4. students must meet with the Program Manager to verify documentation and review course requirements and flight training costs. Northwest Florida State College provides the flight instruction through a College-contracted flight school. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):
ATF 2500L and ATF 2305L

ATT 1120 - Instrument Rating Ground School

This course provides the classroom instruction required for instrument flight training and the FAA Instrument-Airplane Knowledge Test. Topics include flight by instrument reference, flight physiology, IFR aircraft operations and procedures, radio navigation, in-route charts, instrument approach procedures, flight planning, weather, and IFR regulations. Students who complete the course satisfactorily may earn the required endorsement to take the FAA Instrument Rating Knowledge Test. Students are required to be enrolled in, or have completed, this course prior to beginning Instrument flight training. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
Students must hold a Private Pilot, Airplane Single-Engine Land certificate

ATT 1810 - Intro To Air Traffic Controller

This course is designed for both students of aviation to have a better understanding of the Air Traffic Controllers mission and working environment. This course presents a candid view of the Air Traffic Controller's language, tools, and profession. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

ATT 2110 - Commercial Pilot Ground School

This course provides the classroom instruction required for Commercial Pilot flight training and the FAA Commercial Pilot-Airplane Knowledge Test. Topics include advanced aircraft systems, high performance engines, retractable landing gear, and environmental systems, advanced performance charts, maximizing aircraft performance, and regulations relating to commercial operations. Students who complete the course satisfactorily may earn the required endorsement to take the FAA Commercial Pilot-Airplane Knowledge Test. Students are required to be enrolled in, or have completed, this course prior to beginning Commercial Pilot flight training. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
Students must hold a Private Pilot, Airplane Single-Engine Land certificate

ATT 2111 - Aircraft Systems Advanced

This course enhances the classroom instruction required for Commercial Pilot flight training. Topics include advanced aircraft systems, high performance engines, retractable landing gear, and environmental systems, advanced performance charts, maximizing aircraft performance, and regulations relating to commercial operations.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ATT 2131 - Certified Flight Instructor Ground

This course provides the classroom instruction required for Certified Flight Instructor training and both the FAA Fundamentals of Instructing and Flight Instructor-Airplane Knowledge Tests. Topics include the learning process, elements of effective teaching, student evaluation and testing, course development, lesson planning, and classroom training techniques. NWFSC does not waive the course fees for this program for active duty military students using Tuition Assistance.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
ATF 2203L

Building Construction

Building Construction Specialist (CCC)

State CIP Code 0615100103

The purpose of this program is to prepare students for employment in the building construction field or to provide additional training for persons previously or currently employed in the construction or other related industries. The coverage includes communication skills, technical competency, safe and efficient work practices, and a combination of theory and laboratory activities to gain the necessary cognitive and manipulative skills to support building construction activities. Candidates interested in this program should be interested in working with their hands and the satisfaction of knowing they played a part in a newly constructed or remodeled facility.

Business Administration

Business Administration (A.S.)

State CIP Code 1552020102
*This program is available fully online
Students who successfully complete selected courses from this program of study may be eligible to receive the Business Management (CCC) (State CIP Code 0552070101) and/or Business Specialist (Human Resources) (CCC) (State CIP Code 1552020102) college credit certificates.

Business Management (CCC)

State CIP Code 0552070101
*This program is available fully online
Students who successfully complete this certificate may be eligible to receive credits toward the Business Administration (A.S.) degree (CIP Code 1552020102).

Business Development and Entrepreneurship (CCC)

State CIP Code 0552070306
*This program is available fully online
Students who successfully complete this certificate may be eligible to receive credits towards the Business Administration (A.S.) degree.

Business Specialist (Human Resources) (CCC)

State CIP Code 0552020103 Students who successfully complete this certificate may be eligible to receive credits toward the Business Administration (AS) degree (CIP Code 1552020102).

Computer Information Technology

Information Technology Analysis (CCC)

State CIP Code 0511010312

Information Technology Support Specialist (CCC)

State CIP Code 0511010311

Computer Information Data Specialist (CCC)

Computer Information Data Specialist
State CIP Code 0611050101

Help Desk Support Technician (CCC)

State CIP Code 0511010313

Computer Information Technology (A.S.)

State CIP Code 1511010307
*This program is available fully online

CAI 1001 - Artificial Intelligence (AI) Thinking

The content includes fundamental understanding of the Five Big Ideas in AI: Perception, Representation & Reasoning, Machine Learning, Human AI Interaction, Societal impacts of AI; AI system and their components; problems and tools AI-enabled workers use to build models and systems that leverage data to make decisions; mastery of foundational skills required to become power AI users. In addition, the course content includes but is not limited to practical experiences in AI system design, deployment, and evaluation; problem identification; creation, selection, and curation of data sets; computer programming, use of machine learning algorithms, program design structure, evaluation of the societal impact of AI, employing ethical and responsible development methodologies and decision making, essential programming techniques, and implementation issues. Specialized programming skills involving advanced mathematical calculations and statistics are also integrated into the curriculum.

Credit Hour(s): 3 When Offered: Fall, Spring, Summer

CAI 1020 - Artificial Intelligence (AI) Ethics

The study of ideas and their logical structure, including arguments and investigations about abstract and real phenomena pertaining to Artificial Intelligence and its applications. The course includes logic, aesthetics, epistemology, metaphysics, symbolism and applications to the theoretical foundations and methods as applied in the use and development of Artificial Intelligence in various disciplines. Students will explore the basic building blocks and components of AI and the problems created, aggravated, or transformed by its use. It is intended that students will reflect on the ethical, social, and cultural impact of AI by focusing on the issues by and brought about by professionals in the field, society, and various institutions.

Credit Hour(s): 3 When Offered: Fall, Spring, Summer

CAI 2100 - Artificial Intelligence Machine Learning Foundations

The purpose of this course is to provide students with core foundational knowledge to deepen understanding of machine learning (ML) practices and applications. This course builds understanding of the mathematical foundation needed to create algorithms for use in artificial intelligence and machine learning. The content includes but is not limited to foundational knowledge and skills related to computer coding and software development. Instruction and learning activities are provided in a laboratory setting using hands-on experiences with the equipment, materials and technology appropriate to the course content and in accordance with current practices.

Credit Hour(s): 3 When Offered: Fall, Spring, Summer Prerequisite(s):
COP 2030 - Programming in Python, minimum passing grade of C

CAI 2300 - Artificial Intelligence (AI) Natural Language Processing

This course continues the study of computer programming concepts with a focus on the creation of software applications employing procedural programming techniques using AI resources. Students will learn common techniques in natural language and associated applications. Students will perform data acquisition and data processing using AI tools. The course will instruct students on different AI learning models by using NLP. The course includes a review of advanced NLP models and architects such as Distibert, Roberta, GPT, BERT, BART, and other AI models.

Credit Hour(s): 3 When Offered: Fall, Spring, Summer

CAI 2820 - Artificial Intelligence (AI) Applications

The purpose of this course is to assist students in deepening understanding for application of AI and to explore methods and tools utilized to build AI models. The content includes but is not limited to foundational knowledge and skills related to methods and software used to develop AI applications using data sets. Instruction and learning activities are provided in a laboratory setting using hands-on experiences with the equipment, materials and technology appropriate to the course content and in accordance with current practices.

Credit Hour(s): 3 When Offered: Fall, Spring, Summer

CIS 2222 - Penetration Testing

This course teaches students the underlying principles and many of the techniques associated with the cybersecurity practice known as penetration testing or ethical hacking. Students will learn about the entire penetration testing process including planning, reconnaissance, scanning, exploitation, post-exploitation, and result reporting. The course will provide the fundamental information associated with each of the methods employed and insecurities identified. In all cases, remedial techniques will be explored. Students will develop an excellent understanding of current cybersecurity issues and ways that user, administrator, and programmer errors can lead to exploitable insecurities.

Credit Hour(s): 3 When Offered: Fall, Spring, Summer

Computer Programming and Analysis

Computer Programmer (CCC)

State CIP Code 0511020200
Students who successfully complete this certificate may be eligible to receive credits towards the Computer Programming and Analysis (A.S.) degree (State CIP Code 1511020101).

Computer Programming and Analysis (A.S.)

State CIP Code 1511020101
Students who successfully complete selected courses from this program of study may be eligible to receive the college credit certificate in Computer Programmer (CCC) (State CIP Code 0511020200) and/or Computer Programming Specialist (CCC) (State CIP Code 0511020103).

Computer Programming Specialist (CCC)

State CIP Code 0511020103
Students who successfully complete this certificate may be eligible to receive credits towards the Computer Programming and Analysis (A.S.) degree (State CIP Code 1511020101).

Cybersecurity

Cybersecurity (A.S.)

State CIP Code 1511100308

Early Childhood Education

Child Care Center Management Specialization (CCC)

State CIP Code 0419070906
Students who successfully complete this certificate may be eligible to receive credits towards the Early Childhood Education (A.S.) degree (State CIP Code 1413121004).

Early Childhood Development Specialization (CCC)

State CIP Code 0419070904
Students who successfully complete this certificate may be eligible to receive credits towards the Early Childhood Education (A.S.) degree (State CIP Code 1413121004).

Early Childhood Education (A.S.)

Offered Online
State CIP Code 1413121004
Students who successfully complete selected courses from this program of study may be eligible to receive the college credit certificate in Early Childhood Development Specialization (CCC) (State CIP Code 0419070904), Child Care Center Management Specialization (CCC) (State CIP Code 0419070906), Infant/Toddler Specialization (CCC) (State CIP Code 0419070907), and/or Preschool Specialization (CCC) (State CIP Code 0419070908).

Infant/Toddler Specialization (CCC)

State CIP Code 0419070907
Students who successfully complete this certificate may be eligible to receive credits towards the Early Childhood Education (A.S.) degree (State CIP Code 1413121004).

Preschool Specialization (CCC)

State CIP Code 0419070908
Students who successfully complete this certificate may be eligible to receive credits towards the Early Childhood Education (A.S.) degree (State CIP Code 1413121004).

Engineering Technology

CNC Machinist/Fabricator (CCC)

State CIP Code 0648051002
Students who successfully complete this certificate may be eligible to receive credits towards the Engineering Technology - Mechanical Design & Fabrication Specialization Option (A.S.) degree (State CIP Code 1615000001).

Engineering Technology Support Specialist (CCC)

State CIP Code 0615000007
Students who successfully complete this certificate may be eligible to receive credits towards one of the Engineering Technology (A.S.) degree (State CIP Code 1615000001) specializations: or Engineering Technology - Mechanical Design & Fabrication Specialization Option (A.S.), Engineering Technology - Electronics Specialization Option (A.S.), Engineering Technology - Maintenance Technician Specialization Option (A.S.).

Engineering Technology - Mechanical Design & Fabrication Specialization Option (A.S.)

State CIP Code 1615000001
The purpose of this program is to prepare students for employment or provide additional training for persons previously or currently employed in the manufacturing, electronics, aerospace, or other related industries. This degree is a planned sequence of instruction consisting of the four specializations: Mechanical Design and Fabrication, Digital Design and Modeling, Advanced Technology, and Digital Manufacturing with one common core. It is recommended that students complete the core before advancing to the courses in the next level of specialization. The coverage includes communication skills, technical competency, safe and efficient work practices and a combination of theory and laboratory activities to gain the necessary cognitive and manipulative skills to support engineering design, processes, production, testing, and product quality.
The 18 credit hour core has been aligned with the Manufacturing Skills Standards Council's (MSSC) skills standards. The MSSC skill standards define the knowledge, skills, and performance needed for positions in manufacturing. After completing this core and the General Education requirements, the students will be eligible to take the exam for the MSSC Production Technician Certification.
Students who successfully complete selected courses from this program of study may be eligible to receive the CNC Machinist/Fabricator (CCC) (State CIP Code 0615080502), the Engineering Technology Support Specialist (CCC) (State CIP Code 0615000007).

Rapid Prototyping Specialist (CCC)

State CIP Code 0615130211

Engineering Technology - Electronics Specialization Option (A.S.)

State CIP Code 1615000001
The purpose of this program is to prepare students for employment or provide additional training for persons previously or currently employed in the manufacturing, electronics, aerospace, or other related industries. This degree is a planned sequence of instruction consisting of the five specializations: Mechanical Design and Fabrication, Digital Design and Modeling, Advanced Technology, Digital Manufacturing and Electronics with one common core. It is recommended that students complete the core before advancing to the courses in the next level of specialization. The coverage includes communication skills, technical competency, safe and efficient work practices and a combination of theory and laboratory activities to gain the necessary cognitive and manipulative skills to support engineering design, processes, production, testing, and product quality.
The 18 credit hours core has been aligned with the Manufacturing Skills Standards Council's (MSSC) skills standards. The MSSC skill standards define the knowledge, skills, and performance needed for positions in manufacturing. After completing this core and the General Education requirements, the students will be eligible to take the exam for the MSSC Production Technician Certification.
Students who successfully complete selected courses from this program of study may be eligible to receive the college credit certificate in Engineering Technology Support Specialist (CCC) (State CIP Code 0615000007).

Engineering Technology - Maintenance Technician Specialization Option (A.S.)

State CIP Code 1615000001

The purpose of this program is to prepare students for employment or provide additional training for persons previously or currently employed in the manufacturing, electronics, aerospace, or other related industries. Instruction in electrical/electronic principles, basic mechanic fundamentals, robotics and machine repair prepare the student to meet the demands and develop the skills required to maintain and troubleshoot high-tech manufacturing equipment. The coverage includes communication skills, technical competency, safe and efficient work practices and a combination of theory and laboratory activities to gain the necessary cognitive and manipulative skills to support engineering design, processes, production, testing, and product quality. Candidates interested in this program should be interested in working with their hands and enjoy the challenges of programming and troubleshooting electrical and mechanical equipment.

The core of this degree has been aligned with the Manufacturing Skills Standards Council's (MSSC) skills standards. The MSSC skill standards define the knowledge, skills, and performance needed for positions in manufacturing. The course sequence is designed to prepare students for successful completion of the four exams that make up the MSSC Production Technician Certification. The exams are embedded within four of the courses with the outcome of the exam influencing the final grade in the selected courses.

Students who successfully complete selected core courses from this program of study may be eligible to receive the Engineering Technology Support Specialist (CCC) (State CIP Code 0615000007) certificate.

Graphics Technology

Graphic Design Production (CCC)

State CIP Code 0611080303

Students who successfully complete this certificate may be eligible to receive credits towards the Design and Digital Marketing (A.S.) degree (State CIP Code 1611080300).

Design and Digital Marketing (A.S.)

State CIP Code 1611080300 The Design and Digital Marketing A.S. degree is intended for students interested in careers in Graphic Design and Commercial Art where creativity and visual communication are core competencies. Students are encouraged, but not required, to contact Graphic Arts faculty at (850) 729-6019 for detailed advising to plan a program of study before enrolling in courses.

Students who successfully complete selected courses from this program of study may be eligible to receive the Graphic Design Production (CCC) (State CIP Code 0611080303).

GRA 2181C - Graphic Design Portfolio Development

A final semester course where students will develop a professional portfolio that demonstrates their technical and creative skills. Students will evaluate prior work for inclusion, and determine needs for new work that will enhance their portfolio. Students will develop new work exhibiting illustration, photography, and graphic design skills.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
PGY 1801C , GRA 2190C , ART 2602C , GRA 1151C

Health Services Management

Health Services Management (A.S.)

State CIP Code 1351070101

Hospitality and Tourism

Hospitality and Tourism Management (A.S.)

State CIP Code 1252090101
The Hospitality and Tourism program prepares students for employment in management positions in the hospitality industry and/or provides supplemental training for persons previously or currently employed in these occupations. The hospitality industry as addressed in this program includes the hotel, motel, bed and breakfast, resort, club, marina, and other lodging organizations.
Students who successfully complete selected courses from this program of study may be eligible to receive the college credit certificate in :
Event Planning Management (CCC)
Food and Beverage Management (CCC)
Food and Beverage Operations (CCC)
Guest Services Specialist (CCC)
Rooms Division Management (CCC)
Rooms Division Operations (CCC)

Event Planning Management (CCC)

State CIP Code 0252090905
Students who successfully complete this certificate may be eligible to receive credits towards the Hospitality and Tourism Management (A.S.) degree (State CIP Code 1252090101).

Culinary Management (A.S.)

State CIP Code 1612050401
The Emerald Coast is one of the top tourist beach destinations in the U.S. and tourism is one of the leading industries in Northwest Florida. Northwest Florida State College's Culinary A.S. Degree Program is designed to support the tourism industry by preparing students for employment in the culinary and restaurant industry. Students will gain employability skills and knowledge through classroom instruction and culinary lab experience in the following courses Sanitation and Safety; Maintenance and Operation of Equipment; Methods of Preparation an d Cooking; Perform Different Types of Food Services; Nutrition; Baking; and Dining Room and Beverage Management. Students will also receive training in communications, leadership and human relations skills. This program focuses on broad, transferable skills and stresses understanding and demonstration of elements of the culinary industry. Careers include culinary manager, food and beverage manager, pastry cook, executive chef and many more.
Students who successfully complete selected courses from this program of study may be eligible to receive the college credit certificate in : Culinary Arts (CCC)
Culinary Arts Management Operations (CCC)

Culinary Arts (CCC)

State CIP Code 0612050301
Students who successfully complete this certificate may be eligible to receive credits towards the Culinary Management (A.S.) degree (State CIP Code 1252090101).

Culinary Arts Management Operations (CCC)

State CIP Code 0612050401
Students who successfully complete this certificate may be eligible to receive credits towards the Culinary Management (A.S.) degree (State CIP Code 1252090101).

Rooms Division Operations (CCC)

State CIP Code 0252090406

Students who successfully complete this certificate may be eligible to receive credits towards the Hospitality and Tourism Management (A.S.) degree (State CIP Code 1252090101).

Rooms Division Management (CCC)

State CIP Code 0252090402

Students who successfully complete this certificate may be eligible to receive credits towards the Hospitality and Tourism Management (A.S.) degree (State CIP Code 1252090101).

Food and Beverage Management (CCC)

State CIP Code 0252090503

Students who successfully complete this certificate may be eligible to receive credits towards the Hospitality and Tourism Management (A.S.) degree (State CIP Code 1252090101).

Food and Beverage Operations (CCC)

State CIP Code 0252090508

Students who successfully complete this certificate may be eligible to receive credits towards the Hospitality and Tourism Management (A.S.) degree (State CIP Code 1252090101)

Guest Services Specialist (CCC)

State CIP Code 0252090403

Students who successfully complete this certificate may be eligible to receive credits towards the Hospitality and Tourism Management (A.S.) degree (State CIP Code 1252090101).

FSS 2030C - Contemporary Cuisine

Emphasis is placed on learning to use various condiments and seasonings that are indigenous to different parts of the world in food preparation. Topics may include Far East cuisine, Middle Eastern, Mediterranean, North African cuisine, Continental cuisine. Lectures, demonstrations and preparations will also cover American regional cooking, farm to table, trends in the culinary industry and greenhouse procedures. Greenhouse will be used for the lab portion of this class. Alternative diet recipes to be explored. Student must successfully pass written and practical examination covering a variety of cooking techniques.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

FOS 2201 - Food Service Sanitation Management

HFT 2102 - Tourism Destination Management

The rapid growth of tourism worldwide has created challenges and opportunities for established and emerging tourism destinations. This course looks at how to manage destinationgrowth, measure the potential costs and benefits of a tourism development program. Exploring issues that make managing tourism and hospitality businesses different from other businesses will be a focus in this course.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

HFT 2225 - Human Relations in Hospitality

This course will analysis and focus onthe development of interpersonal management skills, including supervision, leadership behavior, motivation, communications, interpersonal and organizational processes. Specific applicationsof proven training systems and methods for managers in thehospitality industrywill be reviewed.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

HFT 2401 - Hospitality Industry Financial Accounting

Basic understanding of financial accounting and specifically Hospitality Industry accounting concepts and procedures used in hotels, restaurants. Utilize POS system in class activities.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

Industrial Management Technology

Industrial Management Technology (A.S.)

State CIP Code 1652020501
*This program is available fully online

Medical Coder/Biller

Medical Coder/Biller (CCC)

State CIP Code 0351071404

Medical Laboratory Technology

Medical Laboratory Technology (A.S.)

State CIP Code 1351100405
The A.S. MLT program at Northwest Florida State College is currently seeking accreditation through the National Accrediting Agency for Clinical Laboratory Science (NAACLS), https://www.naacls.org/about.aspx.
This program is a Selective Admission Program subject to additional program policies. Policies are strictly enforced and students should work with a Student Success Navigator rather than self-advise. The admission criteria and process are subject to change; students should refer to the Selective Programs Admissions/Medical Laboratory Technology (A.S.) web-page for the most current

information. All MLT technical courses are held at the Fort Walton Beach Campus and students are assigned to clinical practicums at various medical laboratories in the region.

MEA 1040C - Phlebotomy

This course trains students in blood collection by venipuncture and skin puncture. Students will also learn best safety practices, infection control, specimen processing, basic anatomy and physiology, and patient relations.

Credit Hour(s): 2 Credit Hours When Offered: (Fall)

MLT 1022C - Introduction to Medical Laboratory Technology

This course outlines the role of the medical laboratory technician and covers the basic principles, techniques, and vocabulary applicable to medical laboratory technology. It also provides overviews of the major regulatory agencies, professional associations, and safety practices. Students will learn basic laboratory mathematics, medical laboratory ethics, and specimen collection and handling. Admittance to the MLT program is required. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):
Admittance to the MLT program with the following completed: MAC 1105 - College Algebra , BSC 1085C - Anatomy and Physiology I , BSC 1086C - Anatomy and Physiology II or BSC 1010C - Principles of Biology I . A grade of C or higher is required on all courses.

Prereq/Corequisites:
MEA 1040C - Phlebotomy , A grade of C or higher required.

MLT 1221C - Urinalysis and Body Fluids

This course covers clinical testing and evaluation of urine and other body fluids. Students will learn to correlate physical, chemical, and microscopic lab findings with disease conditions. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):
Admittance to the Medical Laboratory Technology program.

MLT 1300C - Hematology I

This course overviews the theories and techniques involved in routine hematology. Topics include the hematopoietic system and blood cell physiology, maturation, and morphology. Students will learn blood cell enumeration, identification, hemoglobin analysis, and clinical correlations. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 4 Credit Hours When Offered: (Fall) Prerequisite(s):
Admittance to the Medical Laboratory Technology program.

MLT 1302C - Hematology II

This course is a continuation of Hematology I and presents advanced hematology topics as well as the principles and procedures of blood coagulation. Students will examine the role of blood vessels, platelets, and coagulation factors, as well as hematology and hemostasis disease factors. This course requires a grade of C or higher. This requires a lab fee.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):
Adminttance to the MLT program, MLT 1300C - Hematology I with a grade of C or higher.

MLT 1401C - Medical Microbiology

This course presents students with principles and methods used in clinical microbiology including taxonomy, isolation, identification, clinical relevance, and antibiotic susceptibility testing of pathogenic bacteria. Students will also receive an introduction to medical parasitology, mycology, and virology. Admittance to the MLT program is required. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 6 Credit Hours When Offered: (Fall) Prerequisite(s):

MCB 2010C - Microbiology, Allied Health with a grade of C or higher , Admittance to the MLT program

MLT 1500C - Immunology/Serology

This course covers basic concepts and laboratory practices related to clinical immunology with an emphasis on antibody-antigen interaction in specific diseases. Students will learn about the immune system and its components along with diagnostic principles and procedures involving serological and molecular testing related to immunity and immune disorders. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Admittance to the Medical Laboratory Technology program.

MLT 1525C - Immunohematology

This course overviews the basic theory and concepts of antigen-antibody reactions associated with blood cell transfusions and relates the concepts of immunology to blood banking procedures using the guidelines of the American Association of Blood Bank. Students will examine genetics, the structure of blood group antigens, the role of antibodies in transfusion, complement interactions, and compatibility testing. This course requires a grade of C or higher.
This course requires a lab fee.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):
Admittance to the MLT program; MLT 1022C - Introduction to Medical Laboratory Technology , MLT 1300C - Hematology I , MLT 1500C - Immunology/Serology all with a grade of C or higher.

MLT 1610C - Clinical Chemistry

This course outlines the theory, clinical correlations, and laboratory procedures related to the chemical analysis of clinical specimens. Students will receive in-depth instruction on specimen processing, analysis, test interpretation, and quality control procedures used in manual and automated clinical chemistry testing. Admittance to the MLT program is required. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 6 Credit Hours When Offered: (Spring) Prerequisite(s):
Admittance to the MLT program, CHM 1045C (grade of C or higher) OR CHM 1020 (grade of C or higher) with approval from program director

MLT 2800L - Clinical Practicum I

Students will be assigned to a clinical affiliate for supervised clinical laboratory experience in either the core laboratory, blood bank, or microbiology department. This learning experience allows students to perform routine analytical procedures, develop their laboratory skills, and apply program knowledge. This course requires a grade of C or higher.

Credit Hour(s): 4 Credit Hours When Offered: (Summer) Prerequisite(s):
MLT 1022C MLT 1221C MLT 1300C MLT 1302C MLT 1401C MLT 1500C MLT 1525C MLT 1610C MEA 1040C Minimum Grade of C

MLT 2807L - Clinical Practicum II

Students will be assigned to a clinical affiliate for supervised clinical laboratory experience in the blood bank either the core laboratory, microbiology department, or blood bank. This learning experience allows students to perform routine blood banking procedures, develop their laboratory skills, and apply program knowledge. This course requires a grade of C or higher. Prerequisite, all technical education classes.

Credit Hour(s): 4 Credit Hours When Offered: (Fall) Prerequisite(s):
MLT 1022C MLT 1221C MLT 1300C MLT 1302C MLT 1401C MLT 1500C MLT 1525C MLT 1610C MEA 1040C Minimum Grade of C

MLT 2811L - Clinical Practicum III

Students will be assigned to a clinical affiliate for supervised clinical laboratory experience in either the core laboratory, blood bank, or microbiology department. This learning experience allows students to perform routine analytical procedures, develop their laboratory skills, and apply program knowledge. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 4 Credit Hours When Offered: (Fall) Prerequisite(s):
MLT 1022C MLT 1221C MLT 1300C MLT 1302C MLT 1401C MLT 1500C MLT 1525C MLT 1610C MEA 1040C Minimum Grade of C

MLT 2930 - Medical Laboratory Technology Capstone

This online course prepares students to enter into clinical professions and allows students to apply their MLT knowledge to case studies and to review major areas of the MLT curriculum in preparation for certification. Students will complete a professional portfolio as well as written and oral projects related to their MLT coursework. This course requires a grade of C or higher. Prerequisites MLT 1221C, 1401C, 1302C, 1610C, 1525C, 1500C.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
MLT 1221C - Urinalysis and Body Fluids , MLT 1401C - Medical Microbiology , MLT 1302C - Hematology II , MLT 1610C - Clinical Chemistry , MLT 1525C - Immunohematology , MLT 1500C - Immunology/Serology grade of C or higher for all

Music Production Technology

Audio Technology (Recording Arts) (CCC)

State CIP Code 0610020303
Students who successfully complete this program may apply these credits to the Music and Sound Production Technology (AS) degree (State CIP Code 1650091300).

Nursing

Nursing (A.S.)

State CIP Code 1351380100
The Associate in Science (A.S.) Nursing program at Northwest Florida State College located in Niceville, Florida is accredited by the:
Accreditation Commission for Education in Nursing (ACEN)
3390 Peachtree Road NE, Suite 1400
Atlanta, GA 30326
(404) 975-5000
View the public information disclosed by the ACEN regarding this program at
http://www.acenursing.com/accreditedprograms/programsearch.htm
This program is a Selective Admission program subject to additional program policies. Policies are strictly enforced and students should work with a Student Success Navigator rather than self-advise. The admission criteria and process are subject to change; students should refer to the Selective Program Admissions/Nursing (A.S.) webpage for the most current information. All courses in the A.S. Nursing program, including general education and core courses, must be completed with a minimum grade of "C" to graduate with the A.S. Degree in Nursing.

Paralegal Studies

Paralegal Studies (A.S.)

State CIP Code 1722030200

PLA 2304 - Criminal Law

Includes the study of the fundamentals of criminal law to include historical background and development, jurisdiction, the criminal act and responsibility, as well as, classification and analysis of Florida Statutes.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

PLA 2305 - Criminal Procedure

Includes the study of the fundamentals of constitutional, criminal and civil law; principles, duties and mechanics of criminal procedures in Florida as applied to arrest, search, seizure, and court processing; and a functional analysis of the rules of evidence in court procedures.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

PLA 2614 - Real Estate Law

Introduces students to residential and commercial real estate documents, their form and contents, and the mechanics of their use, and provides a detailed explanation of modern real estate transactions.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

Physical Therapist Assistant

Physical Therapist Assistant (A.S.)

State CIP Code 1351080601
The Physical Therapist Assistant Program at Northwest Florida State College is accredited by the 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 (850)863-6511 or email pta@nwfsc.edu.
This program is a Selective Admission program subject to additional program policies. Policies are strictly enforced and students should work with a Student Success Navigator rather than self-advise. The admission criteria and process are subject to change; students should refer to the Selective Programs Admissions/Physical Therapist Assistant (A.S.) webpage for the most current information. All PTA technical courses are held at the Fort Walton Beach Campus and students are assigned to clinical practices at various healthcare facilities and outpatient clinics in the region.

PHT 1007 - Topics in Physical Therapy

This course provides an introduction of the physical therapy profession, to include the history, ethics, settings, trends, medical terminology, and professional issues. Delineation of the roles of the health care team, physical therapy personnel, and communication skills required as a healthcare provider. Various regulatory agencies, practice rules and regulations are also included. The student will also explore the psychological and sociological effects of disabilities, including the impact of culture and economics on the patient and family. This course requires a grade of C or higher.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Admission to the PTA Technical Program.

PHT 1128 - Functional Anatomy and Kinesiology

This course provides an in-depth study of the structure and function of the musculoskeletal system, with emphasis on the biomechanical principles of human motion, to include the organization and function of the nervous system and how it interacts with the musculoskeletal system for control and balanced mobility of the human body. Foundations of functional motions will be

covered, such as biomechanics of muscle action, levers and torques in relation to human body, and basic physics concepts that applies to physical therapy. This course requires a grade of C or higher.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Admission to the PTA Technical Program.

Corequisite(s):

PHT 1128L - Functional Anatomy and Kinesiology Lab

PHT 1128L - Functional Anatomy and Kinesiology Lab

In this course, the student will have the opportunity to practice and refine the concepts taught in PHT 1128. Students will develop basic physical therapy skills in palpation of bony landmarks, goniometry, gross manual muscle testing, and analysis of muscle function as it relates to the biomechanical principles of human motion. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):

Admission to the PTA Technical Program.

Corequisite(s):

PHT 1128 - Functional Anatomy and Kinesiology

PHT 1200 - Basic Patient Care

This course introduces students to basic patient care skills, patient positioning and draping, treatment area preparation, transfers, wheelchair management, and data collection skills. Wound care principles are introduced including types of wounds/burns and other integumentary issues, stages of healing, treatment/dressings, and care/prevention of pressure ulcers. This course is intended to provide an in-depth exposure to the basic skills necessary in the clinic setting and appropriate professorial behaviors. This course requires a grade of C or higher.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):

PHT 1007 - Topics in Physical Therapy , PHT 1128 - Functional Anatomy and Kinesiology , PHT 1128L - Functional Anatomy and Kinesiology Lab

Corequisite(s):

PHT 1200L - Basic Patient Care Lab

PHT 1200L - Basic Patient Care Lab

This lab course allows the practice and refinement of the concepts learned in PHT 1200 lecture on simulated patients. Use of equipment commonly found in physical therapy settings, proper body mechanics in moving, lifting, and transferring patients, wheelchair management, aseptic techniques, and principles of wound care. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):

PHT 1007 - Topics in Physical Therapy , PHT 1128 - Functional Anatomy and Kinesiology , PHT 1128L - Functional Anatomy and Kinesiology Lab

Corequisite(s):

PHT 1200 - Basic Patient Care

PHT 1211 - Physical Therapy Principles and Procedures

This course instructs the student in the theory, physiology, and application of biophysical agents used for therapeutic treatment of tissue. Knowledge of the physical principles, physiological effects, medical physics, indications, and contraindications of heat, cold, light, traction, compression, electricity, and hydrotherapy. Selected tests and measures are taught related to the safe application of these agents. This course requires a grade of C or higher.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):

PHT 1800L - Physical Therapy Clinical Practice I

Corequisite(s):

PHT 1211L - Physical Therapy Principles and Procedures Lab

PHT 1211L - Physical Therapy Principles and Procedures Lab

This lab course allows the practice and refinement of the concepts learned in PHT 1211 on simulated patients. The application of biophysical agents and data collection skills required for safe application of these modalities. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):

PHT 1800L - Physical Therapy Clinical Practice I

Corequisite(s):

PHT 1211 - Physical Therapy Principles and Procedures

PHT 1224 - Therapeutic Techniques and Disabilities

An overview of principles and techniques of basic physical therapy interventions, with emphasis on physiological changes and effects in commonly seen disorders across the lifespan. Will include therapeutic exercises, gait training with assistive devices, manual therapy, postural analysis, aerobic conditioning and airway clearance techniques. This course requires a grade of C or higher.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

PHT 1007 - Topics in Physical Therapy , PHT 1128 - Functional Anatomy and Kinesiology , PHT 1128L - Functional Anatomy and Kinesiology Lab

Corequisite(s):

PHT 1224L - Therapeutic Techniques and Disabilities Lab

PHT 1224L - Therapeutic Techniques and Disabilities Lab

This lab course allows the practice and refinement of the concepts learned In PHT 1224 on simulated patients. Students will receive hands-on experience with a variety of exercise equipment and practice in performing, assisting, and teaching of therapeutic exercises. Selected tests and measures will be introduced in this course. This course requires a grade of C or higher. This course requires lab fee.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):

PHT 1007 - Topics in Physical Therapy , PHT 1128 - Functional Anatomy and Kinesiology , PHT 1128L - Functional Anatomy and Kinesiology Lab

Corequisite(s):

PHT 1224 - Therapeutic Techniques and Disabilities

PHT 1800L - Physical Therapy Clinical Practice I

A supervised clinical experience, 3 concurrent weeks of full time clinical education exposure for an introductory experience. Students observe and implement physical therapy services under the close supervision of a clinical instructor. Students must pass all previous didactic coursework listed in the plan of study to participate in this clinical. This course requires a passing grade on a Pass/Fail scale.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

PHT 1007 - Topics in Physical Therapy PHT 1128 - Functional Anatomy and Kinesiology PHT 1128L - Functional Anatomy and Kinesiology Lab

Prereq/Corequisites:

PHT 1931 - PTA Seminar

PHT 1931 - PTA Seminar

An orientation to the physical therapy clinic environment. The course covers professional clinical expectations, treatment preparation, risk management, the medical record and medical documentation. This course requires a grade of C or higher.

Credit Hour(s): 1 Credit Hour When Offered: (Fall) Prerequisite(s):
PHT 1007 - Topics in Physical Therapy , PHT 1128 - Functional Anatomy and Kinesiology , PHT 1128L - Functional Anatomy and Kinesiology Lab

PHT 2162 - Neurological Disabilities and Treatment

A comprehensive review of the human nervous system and selected neurological disabilities encountered frequently in physical therapy practice. The course addresses knowledge and application of a variety of therapeutic techniques utilized with patients across the lifespan that have chronic neurological conditions. Stages of motor development and movement strategies are also discussed. This course requires a grade of C or higher.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):
PHT 1800L - Physical Therapy Clinical Practice I

Corequisite(s):
PHT 2162L - Neurological Disabilities and Treatment Lab

PHT 2162L - Neurological Disabilities and Treatment Lab

This lab course allows the practice and refinement of the concepts learned in PHT 2162 on simulated patients. Clinical scenarios that require critical thinking skills to develop treatment, progress and follow-up plans for patients with various neurological conditions. Students will also learn about various assessment techniques including sensory, balance and coordination, reflexes, gait analysis, functional and environmental assessment, and perceptual and cognitive deficit assessment. This course requires a lab fee.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):
PHT 1800L - Physical Therapy Clinical Practice I

Corequisite(s):
PHT 2162 - Neurological Disabilities and Treatment

PHT 2252 - Orthopedic Disabilities and Treatment

Concepts of orthopedic physical therapy management as well as the therapeutic applications related to bone, cartilage, muscle and soft tissue healing processes. Various musculoskeletal diseases and orthopedic conditions will be introduced including their related pathology and treatment plans. Various surgical precautions, tests and measures, common orthotics, gait deviations, joint mobilizations, soft tissue techniques, and use of modalities for orthopedic conditions. Diagnostic tools such as plain film radiography, computed tomography, diagnostic ultrasound, and magnetic resonance imaging will be introduced. This course requires a grade of C or higher.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):
PHT 1800L - Physical Therapy Clinical Practice I

Corequisite(s):
PHT 2252L - Orthopedic Disabilities and Treatment Lab

PHT 2252L - Orthopedic Disabilities and Treatment Lab

This lab course allows the practice and refinement of the concepts learned in PHT 2252. Clinical scenarios that require data collection and therapeutic applications for common orthopedic conditions. The development of critical thinking, clinical problem solving, and effective treatment plans for various orthopedic conditions. This course requires a grade of C or higher.
This course requires a lab fee.

Credit Hour(s): 1 Credit Hour When Offered: (Spring) Prerequisite(s):
PHT 1800L - Physical Therapy Clinical Practice I

Corequisite(s):
PHT 2252 - Orthopedic Disabilities and Treatment

PHT 2301 - Pathological Conditions in PT

This course introduces the pathophysiology of selected disease processes. Disease signs, symptoms, complications, as well as clinical, typical pharmacologic agents and laboratory findings are reviewed by body system. Emphasis will be placed on conditions typically encountered in the physical therapy setting. This course requires a grade of C or higher.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
PHT 1007 - Topics in Physical Therapy , PHT 1128 - Functional Anatomy and Kinesiology , PHT 1128L - Functional Anatomy and Kinesiology Lab

PHT 2704 - Advanced Rehab Concepts in PT

Designed to provide a variety of therapeutic principles and techniques utilized in the clinical setting to address special populations with advanced rehab needs. This includes accessibility to home and community for all patients, women's health, pediatric conditions, bariatrics, geriatrics, and advanced management of amputation and prosthetics. Patient education and the education of others about physical therapy are included. This course requires a grade of C or higher.

Credit Hour(s): 1 Credit Hours When Offered: (Summer) Prerequisite(s):
PHT 2810L - Physical Therapy Clinical Practice II

Corequisite(s):
PHT 2704L - Advanced Rehab Concepts in PT Lab

PHT 2704L - Advanced Rehab Concepts in PT Lab

This lab course allows the practice and refinement of the concepts learned in PHT 2704 on simulated patients. Students will engage in patient education and utilize appropriate teaching methods for their target audience. This course requires a grade of C or higher. This course requires a lab fee.

Credit Hour(s): 1 Credit Hour When Offered: (Summer) Prerequisite(s):
PHT 2810L - Physical Therapy Clinical Practice II

Corequisite(s):
PHT 2704 - Advanced Rehab Concepts in PT

PHT 2810L - Physical Therapy Clinical Practice II

A supervised clinical experience, 4 concurrent weeks of full time clinical education exposure for an integrated clinical education experience. Students implement physical therapy services under the close supervision of a clinical instructor. Students will be expected to perform specific therapeutic procedures covered in prior coursework. Students must pass all previous didactic coursework listed in the plan of study to participate in this clinical. This course requires a passing grade on a Pass/Fail scale.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):
PHT 1800L - Physical Therapy Clinical Practice I

PHT 2820L - Physical Therapy Clinical Practice III

The final supervised clinical experience, 8 concurrent weeks of full time clinical education designed to prepare PTA students for entry into the profession of physical therapy. Student will have the opportunity to refine all treatment interventions and data collection skills, plus demonstrate professional behaviors throughout the clinical experience. Students must pass all previous didactic coursework listed in the plan of study to participate in this clinical. This course requires a passing grade on a Pass/Fail scale.

Credit Hour(s): 8 Credit Hours When Offered: (Summer) Prerequisite(s):

PHT 2810L - Physical Therapy Clinical Practice II

PHT 2930 - Trends in Physical Therapy

This course broadens the scope of the student's understanding of the health care system. Topics include trends in healthcare and their influence on physical therapy, administrative procedures utilized in physical therapy, and ethical problem solving. Community service, citizenship and advocacy will be addressed. The course will include mock quizzes and a timed mock examination in preparation for the NPTE. Students will also develop skills necessary for employment including interview techniques and developing a resume and cover letter. This course requires a grade of C or higher.

Credit Hour(s): 2 Credit Hours When Offered: (Summer) Prerequisite(s):
PHT 2810L - Physical Therapy Clinical Practice II

Public Safety

Correctional Officer (Basic) (CCP)

State CIP Code 0743010200
Entry into Criminal Justice Certificate Programs requires meeting the standards as established by the Criminal Justice Standards and Training Commission and the Florida Department of Law Enforcement for employment. A copy of these requirements will be furnished by the Public Safety Division at NWFSC.

Emergency Medical Services (A.S.)

State CIP Code 1351090402
This curriculum forms the last stage of a career ladder program progression from Emergency Medical Technician (ATD) (State CIP Code 0351090415) to Paramedic (CCC) (State CIP Code 0351090405) to Emergency Medical Services (A.S.) degree.
Students interested in pursuing this program must hold a current and valid Florida Bureau of Emergency Medical Services EMT/P (Paramedic) license. Contact the Emergency Medical Services/Paramedic program at (850) 729-5378 for more information.

Firefighter I/II (CCP)

State CIP Code 0743020304
Admissions Requirement: The applicant must 1) earn a Postsecondary Education Readiness (PERT) score that demonstrates college readiness [[permalink=556|new:{'title':1}#placement-chart]](score information)[[/permalink]] or 2) pass Tests of Adult Basic Education (TABE) with a completion level 10, unless otherwise exempt.
Entry into the Firefighting Certificate Program requires meeting the standards established by the Florida Division of State Fire Marshal, Bureau of Fire Standards and Training. A copy of these requirements is available through the Public Safety Division of NWF State College.

Law Enforcement Officer (Basic) (CCP)

State CIP Code 0743010700
Basic Skills Requirements: The student must be exempt or attain a 9th grade level on each section of the TABE exam: Math, Language and Reading.
Entry into Criminal Justice Certificate Programs requires meeting the standards as established by the Criminal Justice Standards and Training Commission and the Florida Department of Law Enforcement for employment. A copy of these requirements will be furnished by the Public Safety Division at NWFSC.

Paramedic (CCC)

State CIP Code 0351090405
Admission will be through a Selective Admissions process. Graduates will be eligible to sit for the Paramedic certification exam. The curriculum forms the core of the Emergency Medical Services (A.S.) degree (State CIP Code 1351090402). Students may "add on" general education credits and some college credit electives to the Paramedic certificate and earn the A.S. degree. Students interested in pursuing this program should contact the Emergency Medical Services Office (850) 729-5378.

Firefighter/Emergency Medical Technician-Combined (CCP)

State CIP Code 0743020313
Admissions Requirement: The applicant must 1) earn a Postsecondary Education Readiness (PERT) score that demonstrates college readiness [[permalink=556|new:{'title':1}#placement-chart]](score information)[[/permalink]] or 2) pass Tests of Adult Basic Education (TABE) with a completion level 10, unless otherwise exempt.
Entry into the Firefighter/Emergency Medical Technician-Combined Program requires meeting the standards established by the Florida Division of State Fire Marshal, Bureau of Fire Standards and Training. A copy of these requirements is available through the Public Safety Division of NWFSC.
Firefighters are trained to extinguish and control fires in response to situations where property, life, or the environment is in danger. At the scene of an emergency, firefighters perform tasks assigned by their commanding officer. Depending on the situation, they may need to provide medical attention, break through debris, operate fire hoses, or enter a burning building. Firefighters are often first responders to car accidents, heart attack scenes, and other medical emergencies that do not involve fire.
Graduates of this program will be eligible to apply for the examinations to become both a Florida Certified Emergency Medical Technician/National Registry Emergency Medical Technician Basic and Florida Fire Standards. This will allow graduates to obtain employment as a firefighter EMT after 2 semesters of training.
The Firefighter/EMT Certificate program is two semester program that consists of Firefighter standards and EMT training. Applicants to this program must have a high school diploma or GED and meet other applicable admission criteria. If the number of qualified applicants to the program exceeds the number of openings, students will be accepted using a combination of application points . Contact the Public Safety Office at (850) 729-5378 for additional information.

Emergency Medical Technician (ATD)

State CIP Code 0351090413
This is an instructional program that prepares students for employment as emergency medical technicians and treat various medical/trauma conditions using appropriate equipment and materials. The program prepares students for certification as EMT's in accordance with Chapter 64J of the Florida Administrative Code. This is the initial level for a career in emergency medical services and the primary prerequisite for paramedic training and certification.
Contact the Public Safety Training Center at (850) 729-5378 for more information.

CJE 2709 - Evidence-Based Policing

This course presents the theoretical and practical foundations of evidence-based policing, ways to implement this practice, and develops the skills needed to evaluate policing strategy.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

EMS 0002 - 911 Public Safety Telecomm

This course is designed for those Public Safety Telecommunicators that are currently employed by public safety organizations, or for those that are interested in a career in public safety telecommunications within the State of Florida. This PST course covers the

basics skills, knowledge, and abilities every successful public safety Telecommunicators needs to meet the demands of this critical work. Building on foundational topics such as communication skills, call taking and radio techniques, the PST course incorporates the most up-to-date information on technology and work-related issues in Public Safety Communications Centers. Topics include NextGen 9-1-1, emerging technologies, continuing education and liability. Participants will engage in online class work and will acquire the skills necessary for receiving and dispatching functions related to 911 calls. Upon successful completion of this course, participants will be approved to take the state exam for Certification as a Florida Public Safety Telecommunicator.

Credit Hour(s): 232 Clock Hours/7.73 Vocational Credits When Offered: (Fall, Spring, Summer)

Note:

*Vocational courses are not applicable to the AA or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

Radiography

Radiography (A.S.)

State CIP Code 1351091100

The Radiography program is based on selective admission, subject to additional policies and licensure requirements. The admission criteria and process are subject to change; students should refer to the Selective Program Admissions Radiography (A.S.) webpage for the most current information. All courses in the Radiography program, including required general education and core courses, must be completed with a minimum grade of "C" to graduate with the AS Degree in Radiography. Graduates are eligible to sit for the ARRT certification exam. For additional information, contact the Radiography Program at 850-863-6520 ext. 5520.

Please note: In order to be a part of the Radiography program applicant pool, students must declare Radiography as their intended major on the online admissions application.

Sports, Fitness and Recreation Management

Sports, Fitness and Recreation Management (A.S.)

State CIP Code 1731050701

Theatre and Entertainment Technology

Stage Technology (Theater & Entertainment) (CCC)

State CIP Code 0650050201

Transportation

Welding

Welding Technology (CCP)

State CIP Code 0648050805
This program offers a broad foundation of knowledge and skills to prepare students for employment in the welding industry.
Admissions Requirement: The applicant must 1) earn a Postsecondary Education Readiness (PERT) score that demonstrates college readiness [[permalink=556|new:{'title':1}#placement-chart]](score information)[[/permalink]] or 2) pass Tests of Adult Basic Education (TABE) with a completion level 10, unless otherwise exempt.

Welding Technology - Advanced (CCP)

State CIP Code 0648050806
Admissions Requirement: The applicant must 1) earn a Postsecondary Education Readiness (PERT) score that demonstrates college readiness [[permalink=556|new:{'title':1}#placement-chart]](score information)[[/permalink]] or 2) pass Tests of Adult Basic Education (TABE) with a completion level 10, unless otherwise exempt.
This program offers a broad foundation of knowledge and skills to prepare students for employment in the welding industry.
A student wishing to be admitted into the Welding Technology – Advanced certificate program at Northwest Florida State College must meet one of the following prerequisites:
Have completed a Welding Technology certificate program at an accredited institution. OR
Possess an AWS certification or a company sponsored weld certification, in plate welding using the SMAW process OR
Demonstrate their abilities by passing a SMAW plate weld test to AWS standards

PMT 0101C - Blueprint Reading For Welders

This course provides students with the understanding and fundamentals of industrial blueprint reading including blueprint symbols, dimensions, joints, fabrication and welding symbols.

Credit Hour(s): 90 Clock Hours/3.00 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0102C - Introduction to Welding and Industrial Safety

An introduction to the welding skills including safety, measuring, communication, leadership, use of tools, and equipment.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0174C - Introduction to Pipefitting and Pipe Fabrication

This course introduces students the fundimentals of fabrication of pipe systems using tees, flanges and other fittings.

Credit Hour(s): 90 Clock Hours/3.00 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take

advantage of this opportunity.

PMT 0182C - Weld Inspection Fundamentals

Fundamentals of welder inspection and development of welding procedure specifications in accordance with American Welding Society (A.W.S.) and the American Society of Mechanical Engineers (A.S.M.E.) used to prepare students to pass nationally recognized welder certification tests.

Credit Hour(s): 90 Clock Hours/3.00 Vocational Credits When Offered: (Offered as needed) Prereq/Corequisites:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0190C - Emerging Technologies In Welding

This course will provide instruction on emerging techniques in welding, including pulse welding, robotics, submerged welding, adaptive welding and hybrid laser-arc welding. The content emphasizes specific careers and workforce needs in the welding industry.

Credit Hour(s): 60 Clock Hours/2.00 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

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

The Associate of Applied Science degree is a two-year college credit curricula designed to prepare students for employment in various technical and semi-professional fields. The A.A.S. degree consists of a minimum of 60 college credits, of which at least 18 are general education courses.

Graduation Requirements for A.A.S. Degree

A.A.S. degree students must satisfy the following requirements:
Complete the A.A.S. Degree General Education Requirements (Gordon Rule , Core, Speaking-Across-the-Curriculum , and Civic Literacy Competency courses require a minimum grade of "C").
Complete 15 credit hours of 1000 or 2000 level coursework at NWFSC.
Maintain a minimum 2.0 institutional cumulative GPA in all undergraduate credit hours.

Customizing an A.A.S. Degree to Meet a Specific Career Goal

In order to provide a student with the strongest technical background feasible, some technical courses within a given degree program may be adjusted to meet the student's targeted career goal. In these special cases, course substitutions may be approved upon request of the appropriate department chair to the Dean of Career Education.

Department: Applied Management

Programs

Associate in Applied Science
Applied Management (A.A.S.)

Department: Applied Management

Applied Management (A.A.S.)

State CIP Code 0552020107
*This program is available fully online
The A.A.S. degree in Applied Management examines the ways in which management skills are used in a variety of businesses. Students interested in a broad range of technical fields will be able to prepare for leadership roles in the Business Management and Administration professions.

Achievement Award

A student who has successfully completed a given set of skill courses within a particular degree or certificate program may be recognized for his/her mastery of these competencies with a NWFSC Achievement Award. Although the award does not indicate completion of an official, approved program of study, it does verify the student's proficiency with a specified group of skills. Achievement awards are not noted on the student's transcript or permanent record; however, the student will receive an NWFSC Achievement Certificate from the Office of Career and Technical Education that may be presented to an employer or agency as a record of this educational milestone. Students are encouraged to keep a copy of these awards as the college cannot guarantee that these can be duplicated.

Course Divisions

Upper Division College Credit Courses

ACG 3083 - Accounting: Concepts and Practice

This course explores the preparation and use of accounting information. Topics include mathematical procedures related to business decisions; terms and processes associated with the accounting cycle; financial statements for the sole-proprietorship, partnership and corporation; and foundations of managerial accounting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
Upper division standing and ACG 2001 and MAC 2233 are recommended. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 3320 - Law and Business

An introduction to the legal setting in which modern business operates; emphasis is on public and regulatory law, basic contract law, the processes of administrative, statutory and common law and interstate commerce issues; includes an overview of the UCC and intellectual property. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 4333 - Contract Formation and Administration

Students will be exposed to the differences in the public and private sector contracting environments. Emphasis will be placed on the fundamentals of contract formation including sealed bidding, negotiations, and best value methods. Students will learn the fundamentals of contract administration including inspection and acceptance, quality control, contract changes, and disputes. This

course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Upper division standing and BUL 3320 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 4931 - Acquisition Law Seminar

This course addresses contract law as applicable to formation and administration of contracts with private and governmental agencies, with emphasis on the federal government. The following topics are also included: concepts of responsiveness and responsibility, bidding procedures, mistakes, negotiation procedures, changes, claims and dispute resolution. Students will explore the typical contracting problems that can lead to litigation. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Upper division standing and BUL 4333 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

EDE 4223 - Integrating Art, Music, and Physical Education

This integrative course provides students with critical understanding of art, music, and physical education. Emphasis is placed on the effective integrative lesson planning and modeling techniques to art, music, and physical education in elementary schools. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
upper division standing

Prereq/Corequisites:
EDG 3410C and EDG 3343

EDE 4226C - Integrated Language Arts, Social Science and Literature

This course is designed to prepare candidates to teach language arts and social science in elementary classrooms. Teacher candidates will develop units of study that integrate literature, language arts, with social science content. Emphasis is on constructivist principles and methodology. Teacher candidates will plan and deliver standards-based language arts and social science lessons designed to meet the needs of diverse learners including English language learners (ELLs) and students with exceptionalities. This course requires 18 hours of field experience in a K-6 classroom setting. Current background check (fingerprinting) acceptable to the district in which the field experience will take place is required for this course. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
upper division standing

Prereq/Corequisites:
EDG 3410C and EDG 3343

EDE 4930C - Professional Elementary Educator

This course is designed to prepare the pre-service teacher to transition into the workplace. Includes resume writing, professional dress and demeanor, interview techniques, refining professional portfolio, class discussion of issues common to teacher interns, and review strategies for certification exams. This course requires a grade of "C" or better.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):
upper division standing

Prereq/Corequisites:
EDG 3410C and EDG 3343

EDF 3214 - Human Development and Learning

This course is designed to cover the principles of learning and student development with applications to learning/teaching

situations. Identification and analysis of students' academic, physical, cognitive, emotional, motivational, and social development is to be emphasized. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
upper division standing

Prereq/Corequisites:
EDG 3410C and EDG 3343

EDF 3430 - Measurement, Evaluation, and Assessment in Education

This course studies the basic principles and methods of measurement, evaluation, and methods of test construction. Students will interpret standardized test scores, construct teacher-made tests and other classroom assessments, and evaluate portfolio and performance assessment. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
upper division standing

Prereq/Corequisites:
EDG 3410C and EDG 3343

EDF 3910P - Projects in Teacher Education – Field Placement

Directed study and individual projects designed to meet the needs of Teacher Education students completing field experience in the B.S.E. program. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 1-4 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
Upper division standing with permission of department Chair

EDG 3343 - Instructional Strategies

This course provides an overview of instructional models and strategies. Emphasis is placed on principles of state standards, instructional methods, and lesson planning and instruction. Students will develop knowledge of instructional models and lesson plan construction for effective implementation including the diverse student populations. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
upper division standing

Prereq/Corequisites:
EDG 3410C

EDG 3410 - Classroom Management, School Safety, Law, and Ethics

Practicing teachers are provided strategies for managing a safe, stimulating learning environment for all learners. This course emphasizes school safety, law, and ethics as they apply to schools, districts, and the learning environment. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better. This course is restricted to practicing teachers.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Online Only Prerequisite(s):
upper division standing.

EDG 3410C - Classroom Management, School Safety, Law, and Ethics

Pre-service teachers are provided strategies for managing a safe, stimulating learning environment for all learners. This course emphasizes school safety, law, and ethics as they apply to schools, districts, and the learning environment. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a minimum grade of "C". Current background check (fingerprinting) acceptable to the District in which the field experience will take

place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
upper division standing

EDG 4940 - Internship

Supervised teaching in a public or private school. Student teaching assignments will be made by the department of teacher education field placement coordinator. This course requires a minimum grade of "C". Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 9 Credit Hours When Offered: (Fall) Prerequisite(s):
upper division standing with permission of department chair.
EDE 4223 OR EME 3410 , AND EDE 4226C , EDF 3214 , EDF 3430 , EDG 3410C , EDG 3343 , EEX 3070 , LAE 4343C , MAE 3350C , RED 3309C , RED 3511C , RED 4312 , RED 4519C , SCE 3350C , TSL 3081C , TSL 4140C

EEC 3213 - Teaching the Language Arts In Early Childhood Education

The focus of this course will be on the development of language and literacy in children ages birth to four years old. Emphasis will be placed on understanding the process of emergent literacy including vocabulary and language, phonological awareness, print knowledge and comprehension; and on designing a developmentally appropriate language arts program in relation to the early learning and developmental standards. This course will require observing and participating in an early childhood classroom.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prereq/Corequisites:
EEC 1001

EEC 3227 - Art, Music, and Movement

The focus of this course will be on developing an understanding of the creative developmental process in the life of children from birth through four years old. Emphasis will be placed on the teacher's role in developing opportunities and materials for young children to express themselves creatively through music, drama, dance and two- and three-dimensional art and on providing varied opportunities for young children to gain an appreciation of art, music, drama, and dance in ways that reflect cultural diversity in relation to the early learning and developmental standards. This course will require observing and participating in an early childhood classroom.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prereq/Corequisites:
EEC 1001

EEC 3320 - Principles and Methods for Teaching Early Childhood Social Studies

This course is designed to prepare students to teach social studies In the early childhood classroom. Emphasis is on implementing the project approach to investigate components of social studies to include: individual development and identity; people, places, and environments, technology and our world; and civic ideals and practices. The student will increase and apply knowledge and skills in the Florida Early Learning and Developmental Standards relevant to this content area.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

EEC 3511 - Curriculum for Infants and Toddlers

The focus of this course will be on the design, implementation and evaluation of programming and curriculum that promotes growth and development of young children birth to three years old and aligns with the early learning and developmental standards. Study of typical and atypical development will be included. Emphasis will be on working effectively with families of infants and toddlers.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

EEC 3524 - Professionalism/Program Development

Focus of this course will be on management and leadership in early childhood education programs. Topics will include mentoring adults, professional development, staff assessment, program evaluation, and child advocacy. Career options in the field of early

childhood education will be explored. This course will require observing and participating in a program or agency related to early childhood education.

Credit Hour(s): 4 Credit Hours When Offered: (Offered as needed)

EEC 4404 - Families and Diversity

This course will focus on building positive relationships with families through communication and involvement. Focus will include developing an awareness of diversity and multicultural considerations in working with families of young children. The course will explore the role of the family and the influence of the community on the development of young children in a diverse society; and will prepare the student to work effectively with families and communities.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

EEC 4421 - Teaching Math and Science in Early Childhood Education

The focus of this course will be on developing an understanding of how concepts, skills and attitudes in early childhood mathematics and science are developed in young children ages birth through age four. Math topics will include number sense and operations, patterns, geometry, and measurement. Science topics will include scientific inquiry, physical science, life science and earth science. Emphasis will be on the alignment of the Early Learning and Developmental Standards with a developmentally appropriate approach to teaching math and science in the early childhood classroom. This course will require observing and participating in an early childhood classroom.

Credit Hour(s): 4 Credit Hours When Offered: (Summer) Prereq/Corequisites:
EEC 1001

EEC 4613 - Systematic Observation and Assessment

The focus of this course will be on understanding the purpose of child assessment, implementing developmentally appropriate practices in formal and informal child assessment, and using assessment results to support learning, to identify special needs, to evaluate programs, and to respond to program accountability requirements. A field experience is required to practice various methods of assessment in an early childhood setting.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

EEX 3070 - Methods of Inclusion and Collaboration

This course examines the basic identification techniques and strategies used to promote academic and social integration and interaction of "mainstreamed" exceptional students. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
upper division standing

Prereq/Corequisites:
EDG 3410C and EDG 3343

EEX 4201 - Young Children with Special Needs

The focus of this course will be on working with young children birth through age four in an inclusive early childhood classroom. Emphasis will be on identifying typical and atypical development, creating an inclusive early childhood learning environment, understanding special education law, developing an awareness of resources for inclusive practice to meet the needs of young children and their families.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

EME 3410 - Integrating Technology in the Classroom

In this course, students will learn specific methods to design a technology-rich classroom for the 21st Century Learner. Students

will explore models of technology integration, within math and science curricula, apps for classroom management, and technology tools for assistive/differentiated instruction. Students will learn how to perform administrative tasks more efficiently using cloud/web-based apps. Students will create technology-based products for the classroom utilizing learning management systems and applications. Individualization will allow each student to select and develop materials in their disciplines. The course requires a minimum grade of a "C."."

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
upper division standing

Prereq/Corequisites:
EDG 3343 and EDG 3410C

EVR 3949 - Extended Internship, Environmental Science

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired in the program of study. The student will work with a qualified work site supervisor on approved projects related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a unique set of objectives and assessments.

Credit Hour(s): 4 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
Minimum Grade of "B" in any college-level science course and permission of instructor.

FIN 4402 - Financial and Economic Management

This course addresses the application of contemporary theory and practice in business resource allocation. Topics include: capital budgeting, equity and capital financing, capital management, analysis of financial statements, pricing theory, management of working capital and other topics relevant to the acquisition, financing and management of business assets and business decision making. Both the economic and financial perspectives will be presented. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
Upper division standing and ACG 3083 are required. ECO 2013 , STA 2023 , and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3031 - Contemporary Business Practices

This course includes an orientation to and examination of opportunities and challenges facing managers in contemporary business organizations. Introduces the competencies of teamwork, communication, creative thinking, adapting to change, decision making and customer service through application to issues and problems across the general business spectrum. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3213 - Business and Administrative Communication

A comprehensive course in effective and efficient communications in the business world; includes preparation of reports, proposals and presentations, technical writing skills, composition of standard business documents including persuasive messages, sales letters, customer service correspondence, instructional memoranda, and policy and procedure development. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Upper division standing and ENC 1101 or departmental permission are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3434 - Ethics for Business Leaders

This course uses a case study approach to focus on the significant ethical and legal issues facing today's business leaders. The theoretical and philosophical background will be presented along with real-life examples of ethics in the workplace. Cases and readings will be used to develop both analysis and application skills in the following areas: corporate and personal decision making, organizational culture and reputation, social responsibility and social reporting, customer relations, employee relations, financial reporting, technology, privacy/confidentiality and communications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3444 - Business Trends and Issues

This course builds on the traditional themes and concepts of the general business area through specialized readings on trends and issues facing today's business and industry leaders. Students will read opinion pieces by noted in-field experts, as well as conduct basic research on contemporary issues such as information and workplace security, diversity in the workplace, outsourcing functions/services and global competition, with an eye to improving business operations. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3930 - Business Project and Acquisitions Terms and Concepts

Students will apply specialized terminology of project and acquisitions management in various communication venues including short written documents and summary analyses. Emphasis will be placed upon the latest terms, abbreviations and jargon applicable to the field. Students will research selected terms and concepts in various contemporary periodicals and publications.

Credit Hour(s): 1 Credit Hour When Offered: (Fall) Prerequisite(s):
Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 3933 - Business Research

This seminar-style course, offered in group or individual format, provides an introduction to various references, databases, periodicals, journals and other publications essential to the research of contemporary business issues; also included are methods of accessing resources via the Internet, designing search strategies, citing Internet resources and evaluating research materials.

Credit Hour(s): 1 Credit Hour When Offered: (Fall) Prerequisite(s):
upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 4454 - Business in a High Technology Environment

Presents the special challenges and opportunities of managing a high technology firm or a traditional entity operating in the high technology environment; addresses software/information security, recruiting technical personnel, outsourcing, equipment security, updating equipment, telecommuting and similar issues.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Prerequisite(s): Upper division standing and GEB 3031 (minimum passing grade of C) are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 4933 - Special Topic: Management

An individual or group course designed to provide students with the opportunity to pursue a special topic(s) in depth; may be repeated as topics change.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Upper division standing and permission of the instructor are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 4941 - Internship: Business

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired in the program of study. The student will work with a qualified work site supervisor on approved projects related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a unique set of objectives and assessments.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
upper division standing and permission of the instructor are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

HSA 3110 - Health Care Organization and Management

This course focuses on the structure and management of health care organizations, and the fundamental issues facing the U.S. health care system. Key topics include health status, the organization of health services, manpower, public health, financing, facilities, utilization, quality, regulation, and national health policy. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring, Summer) Prerequisite(s):
Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

HSA 3111 - Introduction to Health Care Management

This course studies the administration, organization and delivery of health care in the United States. Topics to be examined include health care leadership, management, strategy, performance improvement, information technology, insurance, financial and human resources management, as well as ethical and legal concepts. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

HSA 3113 - Contemporary Issues in Health Care

This course is designed to introduce students to a range of issues related to health and health care in the United States. Course content will give students the opportunity to explore differing perspectives as they develop a deeper understanding of the issues and enhance their research and communication skills. The course will enable students to analyze and evaluate evidence regarding controversial issues. Students will develop and practice skills in formulating and writing well-informed, well-articulated arguments and reflections.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Upper division standing is required, and knowledge of basic computer and keyboarding skills are strongly recommended.

HSA 4191 - Health Information Systems

This course focuses on the theories, concepts and principles of health information systems and development of critical thinking skills for use in practice/working in health care informatics. Current trends and issues in using, designing, and managing heath care information systems will be examined. Students, applying evidence-based knowledge, will analyze the design and implementation of health care information systems. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

HSA 4922 - Capstone: Health Care Management

This course integrates the information, skills, and abilities provided throughout the Health Administration Program in a capstone project. Students complete a project that demonstrates excellence by applying the knowledge gained from the core courses and materials studied throughout the program. Successful completion of the course requires demonstration of the achievement of program objectives and learning outcomes. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

HSA 3110 , HSA 3111 , HSA 4191 , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

HUS 4950 - Capstone: Human Resources Management

This capstone will build upon and integrate the primary human resource management skills introduced in prior emphasis courses. Students will have the opportunity to work on a hands-on project to demonstrate, apply, and develop their knowledge in the field of human resources.
This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
MAN 3310 , MAN 3320 , MAN 3350 , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

ISC 4145 - Environmental Systems

Environmental Systems will expose students to a broad overview of the structure and processes occurring on Earth. Students will gain a broad understanding of the interactions between the atmosphere, biosphere, lithosphere, and hydrosphere. Course topics will be related to current environmental issues and our local ecosystems. This course is focused on Earth System Science content with development of methods specific to teaching middle school science as a secondary objective.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
(1) any two-course laboratory sequence in the natural sciences (i.e., Principles of Biology I & II, Principles of Geology I & II, College Chemistry I & II, Physics I & II, College Physics I & II, Anatomy & Physiology I & II); (2) any GLY course; (3) and either CHM1020 (Chemical Science) or PHY1020 (Physical Science).

ISM 3220 - Network Technologies for Information Professionals

This course is designed to give the student an understanding of the various networking technologies and their practical application in the management of a business. The course also covers the technical issues involved in designing and implementing an efficient network for voice, data, and information networks. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Upper division standing and at least two information technology or computer science courses at a college or university level.

ISM 3232 - Software Essentials

This course covers a broad range of software topics as they apply to software management and systems analysis and design. Topics include, but are not limited to programming, the systems development life cycle (SDLC), systems management, interface design and Internet technology. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Upper division standing and at least two information technology or computer science courses at a college or university level. Knowledge of basic computer and keyboarding skills are strongly recommended.

LAE 4343C - Writing Across the Curriculum

This course prepares pre-service teachers by developing an understanding of the foundations of writing through the use of writers workshops and instructional strategies necessary to provide adequate instruction to emergent, novice, and transitional writers. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
upper division standing

Prereq/Corequisites:
EDG 3410C and EDG 3343

MAE 3350C - Principles and Methods for Teaching Mathematics K-6

In this course, students will apply knowledge of teaching strategies, methods and materials for teaching mathematics in grades K-6. This course requires a minimum grade of "C". Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
upper division standing

Prereq/Corequisites:
EDG 3410C and EDG 3343

MAN 3052 - Management Philosophy and Practice

A comprehensive study of contrasting philosophies of management, current theories of leadership, management and supervision, as well as current trends and issues for business managers; focuses on applications and cases for development of competencies across all business functions and units; emphasis is placed on the cross-functional aspects of management, as well as the manager's need for a general business perspective. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3120 - Leadership and Group Dynamics

An applied leadership course with a focus on case studies, projects and group interaction; includes theoretical background on group dynamics, small group behavior and motivation, power, types of groups, verbal and non-verbal communication skills and team-building. Emphasis will be placed on sociological and psychological dimensions of inter-group relations, including analysis and problem-solving through simulations, cases and similar activities which reflect a general business perspective, as well as leadership and group dynamics across a variety of business units/functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Upper division standing is required. Concurrent or prior enrollment in GEB 3031 and MAN 3052 , and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3240 - Organizational Behavior

Designed to develop student understanding of individual, group and organizational issues that affect and shape businesses. Topics include motivation, communication, decision making, leadership, power, organizational structure, team performance, organization diversity and change management. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3310 - Issues in Human Resource Management

Introduces the full range of human resource management functional areas, including recruiting and hiring staff, performance evaluations, employment regulations, discipline and termination, downsizing, compensation and benefits, job analysis, the organized labor setting, equity/diversity issues, and policy design. Approach will focus on current issues and applications. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3320 - Employee Staffing and Benefits

An intermediate level course in employment staffing issues focusing on staffing patterns, organizational structures, job analysis and design, staffing efficiencies, employee assistance programs, staff projection models, and employee services. This course requires

a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
Upper division standing and MAN 3310 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3350 - Training and Development

Covers various staff training and development models, effective workshop techniques, designing and implementing company-wide training and development programs. Assessment of training needs, training and development as a benefit and setting development goals; students will design and conduct at least one workshop/training session for fellow students. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Upper division standing and GEB 3213 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3574 - Acquisition Management

Students will be exposed to the fundamentals of government acquisitions. This course provides conceptual material on government acquisitions, to include program planning, execution, and control. Students will be introduced to the elements of program risk and learn risk management techniques. The systems engineering process will be emphasized to include work breakdown structures, cost -- benefit analysis, and scheduling. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Upper division standing and GEB 3031 or MAN 3052 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3583 - Project Management

In this introductory Project Management course, students will be exposed to the fundamentals of general project management. This course provides conceptual material on project management techniques appropriate in system/subsystems management. Topics include project management functions, project manager roles and responsibilities, the project life cycle, and conflict resolution. Emphasis will be placed on project oversight issues across the various business units and functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Upper division standing and GEB 3031 or MAN 3052 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3593 - Logistics and Supply Chain Management

Logistics and Supply Chain Management provides an introduction to logistics concepts in both the business and government environment. The student will gain an appreciation of the various logistics missions encountered both in the business world and government acquisition and support programs. The key concept is that logistics is a process that adds value to the end product whether it is a commercial item for a customer or a system used by the government which must achieve a desired state of readiness through an established or acquired infrastructure. Emphasis will be placed on the challenges related to providing logistical support for procurement, manufacturing, and life cycle support. The course will focus on supply chain strategies, logistics information systems, order fulfillment, inventory, demand forecasting, and collaborative planning. In addition, the student will be introduced to transportation constraints, third party logistics (3PL), warehousing, materials handling, international logistics and facility planning. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Upper division standing and MAN 3052 are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 3903 - Operations Research

Operations Research is a science of modeling and optimization. It allows to model real-world problems by using mathematics, statistics and computers. It provides us the tools and theories to solve real-world problems by finding the optimal solutions to models subject to constraints of time, labor, resource, materials and business rules. With Operations Research, people make intelligent decisions to develop and manage their processes and businesses. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Upper division standing is required. STA 2023 , MAC 1140 , and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4162 - Customer Relations for Managers

This course focuses on relationship building for all customers of an organization. The impact of culture and diversity on business relationships, successful negotiation strategies, and promotion of the organization through media relations are discussed. Emphasis is placed on the manager's role in improving customer relationships by creating a customer-focused, organizational climate.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4401 - Labor Relations

This course explores the impact of employee organizations on labor relations, current problems, conflicts, and trends and includes the development of managerial approaches to achieve labor management cooperation.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

MAN 4520 - Quality Management

This course examines the strategic role of quality within an organization, as well as strategic issues involved in managing quality. Topics include assessing customer requirements, developing customer focus and measuring quality performance. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (As Needed) Prerequisite(s):
Upper division standing is required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4555 - Quality Certification: ISO 9000

A comprehensive study of internationally uniform quality standards (ISO 9000 and the steps to individual and organizational certification; includes management responsibility, quality system documentation, contract review, design control, process control, inspection and testing, corrective actions and other certification topics. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (As Needed) Prerequisite(s):
Upper division standing is required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4720 - Strategic Planning and Management

This course addresses the integration of organizational functions to achieve competitive advantage and organizational harmony through strategy formulation, implementation and evaluation. Activities include case studies and a strategic planning simulation. Topics include change theory, decision-making, planning models, and strategic planning processes as applied in a variety of business settings, units, and functions. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4931 - Capstone: Project Management

This seminar will build on the basic project management skills by introducing the basic tools used by project managers. The student

will learn management techniques for project planning, budgeting, scheduling and control techniques, cost estimating and project management software applications. Students will be exposed to the relationship of purchasing and contracting with project management. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Project Management Emphasis: BUL 4333 , GEB 4454 , MAN 3120 , MAN 3583 , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 4940 - Capstone: Supervision

This capstone course will build upon and integrate the primary management skills and concepts introduced in prior emphasis courses. Students will have the opportunity to work on a hands-on project to demonstrate, apply, and develop their knowledge. This course will also cover basic entrepreneurial principles, which will be integrated throughout the student-led projects. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
MAN 3593 , MAN 3903 , MAN 4720 , and senior standing are required. Public Safety Emphasis: PAD 3003 [Inactive] , PAD 3820 [Inactive] , PAD 3882 [Inactive] , and senior standing are required. Knowledge of basic computer and keyboarding skills are strongly recommended. These courses require a minimum grade of "C".

MAR 4333 - Marketing Strategy

This upper-level marketing course is aimed at the marketing functions of a business, with emphasis on how strategies are developed and how the marketing mix is created to meet the wants and needs of consumers. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Upper division standing required and knowledge of basic computer and keyboarding skills are strongly recommended.

NSP 3640 - Nursing Care of Military and Veteran Populations

This course is designed to identify the unique healthcare needs of military and veteran populations in the United States in order to prepare students and practicing nurses to develop competence in designing nursing interventions within civilian and government agencies in which military members and veterans seek healthcare. In accordance with the ANA's pledge (2012) to raise awareness of the unique conditions and needs of military veterans and their families, this course supports the Joining Forces initiative to further nursing training to include specialized topics such as traumatic brain injury, post-traumatic stress disorder, trauma rehabilitation, and understanding the military and veteran's healthcare delivery system.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

NSP 4275 - Introduction to Critical Care Nursing

This course examines the needs of the critically ill client. As part of the human experience, the integrity of the individual and family may be disrupted by a critical illness. During such time, the critical care nurse assists the individual and family to restore life processes to a state of dynamic equilibrium. This course emphasizes the involvement through use of scientific rationale and application of the nursing process in providing care to the individual client and family. Critical care concepts and skills for promoting client and family well-being are stressed.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as Needed) Prerequisite(s):
RN LICENSURE

NUR 3067C - Health Assessment

This course is designed to develop the student's knowledge for obtaining and recording a systematic, comprehensive health

history, psychosocial assessment, and physical examination of the adult. The course involves the synthesis of nursing, biologic, psychologic, and sociocultural knowledge and theories as they apply to the findings obtained in the comprehensive health assessment of clients of various ages. During the experiential learning component, emphasis will be placed on collection of a database through physical assessment, history taking and interviewing.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
Admission to the BSN program, compliance with the clinical screening platform.

NUR 3071 - Writing for Success in Nursing

This course is designed to develop the student's knowledge for writing at the upper division nursing level. The course includes information regarding use of APA format and scholarly writing resources.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):
Admission to the BSN program and all enrollment conditions met.

NUR 3080 - Dimensions of Baccalaureate Nursing Practice

This course will provide Registered Nurses, who are returning to school to earn a Baccalaureate degree, an opportunity to advance professional practice concepts. As designed, the course engages the student intellectually in an ongoing professional dialogue and journey with peers, colleagues, and instructors that serves to broaden the student's professional development and builds on preexisting knowledge and experiences. The course curriculum is written for adult learners with the characteristics of self-direction, prior experience, applicability to practice, and motivation to meet the challenge to expand their knowledge base and to utilize advanced critical thinking skills.

Credit Hour(s): 3 Credit Hours When Offered: (All) Prerequisite(s):
Admission to the BSN program and meets all enrollment conditions.

NUR 3826 - Nursing Ethics

This course provides an in-depth exploration of ethical principles and moral reasoning as the foundation of nursing practice. The ANA Code of Ethics will be used as a framework for examining current issues in healthcare delivery across the age span from reproductive issues to end-of-life care.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
Admission to the BSN program and all enrollment conditions met.

NUR 3837 - Health Care Issues

This course provides a forum for the exploration and evaluation of concerns germane to contemporary nursing. The focus of this course is on the nursing profession and current major issues and problems that concern it. Social forces influencing changes in the nursing profession are analyzed in terms of historical antecedents and their current manifestations. Recently passed, and pending legislature at both the national and state levels is emphasized.

Credit Hour(s): 3 Credit Hours When Offered: (Spring, Summer) Prerequisite(s):
Current RN licensure. Admission to the BSN program and all enrollment conditions met.

NUR 4125 - Clinical Pathophysiology

This course examines in detail the underlying process involved in the development, evolution, manifestations, and complications of common clinical diseases across the life span, and compares normal and abnormal states. The biological bases for therapeutic clinical actions are examined.

Credit Hour(s): 3 Credit Hours When Offered: (All) Prerequisite(s):
NUR 3067C

NUR 4165 - Evidence-Based Practice: Incorporating Nursing Research

This course is designed to provide students with an introduction to the research process and evidence-based practice. The

purpose of the course is to stimulate interest in nursing research, to enable students to understand and judge the usefulness of scientific findings, and to develop an understanding of how clinical proficiency is combined with experimental proof to produce nursing practices based upon evidence. An online teaching method is used with optional workshops available to students.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
STA 2023 .

NUR 4615C - Family and Community Health Nursing

The Family and Community Health Nursing course is designed to facilitate the conceptualizing of family, population groups, and community as units of care from diverse cultures, ethnic, and social backgrounds. The student is provided an experiential learning component to assess the health needs of selected families and groups in the community setting with selected health promotion, risk reduction, and disease prevention. The nursing process is used to examine multiple influences impacting life-course experiences of families and communities to enhance functioning.

Credit Hour(s): 5 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
NUR 3067C , NUR 3080 , completion of all General Education requirements, and continued compliance with the clinical screening platform.

NUR 4827C - Nursing Leadership and Management

This course focuses on evidence-based principles of nursing leadership, management, collaboration, and coordination in healthcare settings. Students engage in a variety of healthcare clinical scenarios applying principles of leadership and management integral to professional nursing practice through safety-enhanced technology and legal and ethical standards. Students examine concepts and theories for managing practical change, communication, and conflict resolutions with interdisciplinary teams respecting differing values, beliefs, and preferences in decision-making. Students demonstrate effective planning to implement and evaluate process improvement in nursing practice. Students engage in professional and personal reflection demonstrating value to on-going professional and personal development.

Credit Hour(s): 5 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
NUR 3080 - Dimensions of Baccalaureate Nursing Practice , NUR 4165 - Evidence-Based Practice: Incorporating Nursing Research , and NUR 4615C - Family and Community Health Nursing

Corequisite(s):
NUR 4956 - Portfolio

NUR 4956 - Portfolio

This course will provide students an opportunity to complete and evaluate their electronic professional portfolio to express their professional nursing expertise and proficiency.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):
NUR 3080

Corequisite(s):
NUR 4827C

QMB 3250 - Quantitative Methods for Business Decisions

An examination of the quantitative methods, statistical concepts, and procedures used in business and finance including methods of maximization and minimization objective functions, the analysis and use of statistic methods for planning, decision making, and forecasting. This course requires a minimum grade of "C".

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
Upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

RED 3309C - Early and Emergent Literacy K-2

This course is designed to increase the understanding of early literacy development and the conditions which promote total literacy from birth through lower elementary grades. Language theory and current research are used to shape informed practices regarding literacy development. Connections are made among all aspects of literacy learning: reading, writing, listening, speaking and attitude development. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
upper division standing

Prereq/Corequisites:
EDG 3410C and EDG 3343

RED 3511 - Intermediate Literacy 3-6: Reading and Thinking

This course combines the theory and practice in the teaching of reading/ literacy in the elementary intermediate grades. Procedures for meeting individual differences, differentiated instruction, selected use of materials, and classroom organizations will be examined. This course requires a minimum grade of "C" or better and is restricted to practicing teachers.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
RED 3309C and upper division standing

Prereq/Corequisites:
EDG 3410C , EDG 3343

RED 3511C - Intermediate Literacy 3-6: Reading and Thinking

This course combines the theory and practice in the teaching of reading/literacy in the elementary intermediate grades. Procedures for meeting individual differences, differentiated instruction, selected use of materials, and classroom organizations will be examined. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
RED 3309C and upperdivision standing

Prereq/Corequisites:
EDG 3410C and EDG 3343

RED 4312 - Integration of Assessment into Classroom Reading

This course introduces formal and informal methods and materials used to identify reading strengths and weaknesses of students. Emphasis is placed on integrating assessments into the curriculum to strengthen instructional strategies and student success. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
RED 3309C , RED 3511C and upper division standing

Prereq/Corequisites:
EDG 3410C and EDG 3343

RED 4519C - Diagnostic and Instructional Interventions in Reading

This course introduces formal and informal methods and materials used to identify reading strengths and weaknesses of students. Emphasis is placed on diagnosis of reading problems, administration of assessments, evaluation of results and planning instructional interventions to remediate reading difficulties. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
RED 3309C , RED 3511C and upperdivision standing

Prereq/Corequisites:
EDG 3410C and EDG 3343

RED 4854C - Reading Field Experience

This course provides application of knowledge of reading development to reading instruction. Emphasis is placed on increased reading proficiency for struggling students, including students with disabilities and students from diverse populations. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 2 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
RED 3309C , RED 3511C , RED 4312 , RED 4519C , upper division standing with permission of department chair

SCE 3350C - Principles and Methods for Teaching Science K-6

This course provides techniques, methods and materials of instruction for teaching science in grades K-6. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
upper division standing

Prereq/Corequisites:
EDG 3410C and EDG 3343

SPN 3036 - Spanish for Health Care Providers

Spanish for Health Care Providers is designed for individuals majoring in nursing or working in health-related areas. The course focuses on vocabulary needed for the healthcare workplace, with grammar taught as a task-based practical skill. Students will learn phrases used to complete health assessments which include conducting interviews, filling out forms, writing reports, and reading and understanding medical articles and brochures. Prevalent disease processes will be discussed as well as cultural practices that affect health care, specifically the health care of Spanish-speaking patients. This course does not fulfill any part of the Florida state language requirements.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

TSL 3081C - TESOL Issues and Practice

This course is designed to integrate the theories and principles of the Teaching of English to Speakers of Other Languages and applying them to classroom instruction. ESOL methodology and curriculum will be emphasized as they relate to current best practice in ESOL instruction. The student will increase and apply knowledge and skills in the Uniform Core Curriculum relevant to this content area. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
upper division standing

Prereq/Corequisites:
EDG 3410C and EDG 3343

TSL 4140C - ESOL Methods, Curriculum and Assessment

This course is designed to build on the candidate's knowledge of applied linguistics and cross cultural communication. Candidates will extend their understanding of the role of language and culture in the classroom. This course will prepare candidates for effective planning, instruction, and assessment of ELLs in the classroom. This course requires a grade of "C" or better. Current background check (fingerprinting) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
TSL 3081C and upper division standing

Prereq/Corequisites:
EDG 3410C and EDG 3343

Developmental Education Courses

Courses
ENC 0017 - Integrated Reading and Writing I
ENC 0027 - Integrated Reading and Writing II
ENC 0056 - Developmental Writing Module
MAT 0018 - Developmental Mathematics I
MAT 0022 - Developmental Mathematics Combined
MAT 0028 - Developmental Mathematics II
MAT 0157 - Modularized Developmental Mathematics II
REA 0056 - Developmental Reading Module

ENC 0017 - Integrated Reading and Writing I

This course is designed to develop reading comprehension and writing language skills for students whose entry level placement scores do not meet requirements for degree credit (not applicable for degree completion). The course includes a thorough review of English grammar and conventions and practice in writing paragraphs and essays while building skills in vocabulary and academic reading comprehension. Students must pass the class with a "C" or better grade.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
Appropriate score on PERT or other approved assessment.

Note:
*College preparatory credits may not be counted toward fulfilling the number of credits required for a degree.

ENC 0027 - Integrated Reading and Writing II

This course is designed to develop reading comprehension and writing language skills for students whose entry level placement scores do not meet requirements for degree credit (not applicable for degree completion). The course includes a review of English grammar and convention and practice in writing persuasive essays while building skills in vocabulary and academic reading comprehension. Student must pass the class with a "C" or better grade.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
Minimum grade of "C" in ENC 0017 or appropriate PERT or other approved assessment score.

Note:
*College preparatory credits may not be counted toward fulfilling the number of credits required for a degree.

MAT 0018 - Developmental Mathematics I

This course is designed for students whose entry level placement test scores do not meet requirements for degree credit (not applicable for degree completion). It is designed to reinforce the knowledge of operations and applications of fractions, decimals, percents, and signed numbers. An introduction to algebra will also be covered. Students must pass this class with a "C" or better to move on to MAT 0028 .

Credit Hour(s): 3 College Prep Credits When Offered: (Offered as needed) Prerequisite(s):
A score of 50-95 on the PERT.

Note:
* College preparatory credits may not be counted toward fulfilling the number of credits required for a degree.

MAT 0022 - Developmental Mathematics Combined

A course designed to satisfy the requirements of both MAT0018 and MAT0028 in one semester and prepare students for MAT1033A. Topics to be studied include computations with decimals, percents, integers, operations with rational and polynomial expressions, linear equations and inequalities in one variable, factoring, and basic linear graphing. This course will teach the student to understand and communicate concepts of algebra in the language of mathematics, both orally and written. Due to the nature of this course, calculators are not permitted. A grade of "C" or better is required for successful completion of this course. College preparatory credits may not be counted toward fulfilling the number of credits required for a degree.

Credit Hour(s): 6 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
score of 50-95 on the PERT

MAT 0028 - Developmental Mathematics II

This course is designed for students whose entry level placement test scores do not meet requirements for degree credit (not applicable for degree completion). This course emphasizes concepts, techniques, and applications of the following topics: operations with real numbers, linear equations and inequalities in one variable, rational expressions, properties of exponents, polynomials, radical expressions, and graphs of lines.

Credit Hour(s): 4 College Prep Credits When Offered: (Fall, Spring, Summer) Prerequisite(s):
Grade of "C" or better in MAT 0018 or score of 96-113 on the PERT or on an elective basis a score of 114 or higher on the PERT

Note:
* College preparatory credits may not be counted toward fulfilling the number of credits required for a degree.

MAT 0157 - Modularized Developmental Mathematics II

This course is designed to help students develop computational & algebra skills needed for success in college level mathematics. This course uses a modular format in a lecture/lab setting. Students will take a diagnostic test in class to identify skills that have not been mastered and to determine placement into the appropriate modules. Each student will have an individualized learning plan such that he or she works only on skills not yet mastered. Possible topics in the learning plan include operations on signed numbers, solving linear equations and inequalities in one variable, graphing linear equations, operations with exponents and polynomial expressions, factoring polynomials and solving quadratic equations, introduction to rational expressions, and operations with square roots. Students will use computerized instruction as well as guided instruction by the instructor. Successful completion of this course requires mastery of the material in each module and a passing score of the department final exam. Course cannot be used toward AA or AS degree.

Credit Hour(s): 4 College Prep Credits When Offered: (Fall, Spring) Prerequisite(s):
MAT 0018 with a grade of "C" or better or a score of 96-113 on the PERT.

Note:
* College preparatory credits may not be counted toward fulfilling the number of credits required for a degree.

Lower Division College Credit Courses

ACG 2001 - Accounting I

This course covers the fundamental principles and procedures of double entry accounting as applied to the financial records of a business entity. The preparation of an income statement, statement of owner's equity and balance sheet are emphasized. Specific transactions and internal control associated with cash, accounts receivable and inventory will be examined in detail. The code of professional ethics will be highlighted throughout the course

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

ACG 2011 - Accounting II

This course covers recording specific transactions and internal control associated with investments, fixed assets, liabilities, international operations, and stockholders' equity. Emphasizing of the cash flow statement and the code of professional ethics throughout the course will be of focus.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
ACG 2001 is required and knowledge of basic computer and keyboarding skills are strongly recommended.
Prerequisites with minimum passing grade: C

ACG 2071 - Managerial Accounting

This course covers the basic principles of accounting techniques for the preparation of internal reports related to management of the firm and the interpretation of financial data useful in the decision-making process within the economic framework of the entity.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
ACG 2011 is required, and knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: C

ACG 2450 - Computer Applications for Accounting

An introductory course in computerized integrated accounting procedures found in the microcomputer environment. Includes application of software designed for general ledger, accounts payable and receivable, financial statement analysis, purchasing and sales order processing, fixed assets, payroll, inventory and departmental accounting.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
ACG 2001 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

ACO 1806 - Payroll Accounting

This course covers the introduction to the theory, laws, and procedures related to payroll activities of a business. Topics include payroll and personnel records, federal payroll laws, payroll operations, computerized payroll systems, and preparation of payroll registers, earnings records, and payroll tax forms.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
ACG 2001 is strongly recommended and knowledge of basic computer and keyboarding skills are strongly recommended.
Prerequisites with minimum passing grade: D

AMH 2010 - American History I

American History to 1877; describes the social, political, and economic development of the American people against the geographical background of the New World. Particular emphasis on American intellectual and political thought leading to the emergence of basic American character, ideas and attitudes. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):
a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

AMH 2020 - American History II

American History from 1877, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):
a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful

completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.

AML 2010 - American Literature: 1492 - 1865

A course in American Literature from the pre-Colonial period to the Civil War. This course may be used for Humanities credit. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Offered as needed) Prerequisite(s):
ENC 1101 .

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

AML 2020 - American Literature: 1865 - Present

A course in American Literature from Civil War to present. This course may be used for Humanities credit. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Offered as needed) Prerequisite(s):
ENC 1101 . (Note: AML 2010 is not a prerequisite for this course)

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ANT 2000 - Introduction to Anthropology

Introduction to the fundamental principles, concepts, methods and theories in Anthropology. Includes a brief introduction to the subdisciplines of anthropology: cultural anthropology, biological anthropology, archaeology, and linguistics. A cross-cultural perspective will be paramount in the study of anthropology.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Offered as needed) Prereq/Corequisites:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

ANT 2100 - Introduction to Archaeology

Introduction to the fundamental principles, methods, and theories in archaeology. Includes a history of the development of archaeology, and examination of the nature of archaeological data and research, an introduction to archaeological data and analysis, and an examination of approaches to synthesis and interpretation. North and South American archeology is studied, but non-western examples are also studied to enhance an understanding of the development of the discipline in Europe and the Americas.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as Needed)

ARH 1000 - Art Appreciation

This course offers a study in the basic concepts of art, including function, style and structure with emphasis on the interaction of

medium and meaning and problems of art criticism. This class does not fulfill the art history requirements for art majors, but compliments the art major's course of study as an elective. This is a Writing-Across-the-Curriculum course requiring selected written assignments. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education. This course is also a Speaking-Across-the-Curriculum course requiring selected speaking assignments.

Credit Hour(s): 3 Credit Hours † ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):
a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:
† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ARH 2050 - Art History: Pre-Renaissance

Survey of significant contributions in art from prehistoric through Renaissance. Art will be considered in terms of stylistic qualities as well as iconography and historical context. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours † ¶ When Offered: (Fall, Spring) Prerequisite(s):
a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:
† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ARH 2051 - Art History: Renaissance - 18th Century Neo-Classicism

Survey of significant contributions in art from Renaissance through Contemporary. Art will be considered in terms of stylistic qualities as well as iconography and historical context. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours † ¶ When Offered: (Fall, Spring) Prerequisite(s):
a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:
† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ARH 2060 - Architecture History

Survey of significant contributions in architecture from prehistoric to modern times. Architecture will be considered in terms of stylistic qualities, structural type, and intended usage. Topics will be addressed according to historical content, societal background, and geographical location. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours † ¶ When Offered: (Fall, Spring) Prerequisite(s):
a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:
† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ARH 2402 - Art History: Modern Art

Surveys and analyzes the major artistic periods and movements from 18th century Neo-Classicism to present. Required for all Art majors. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours † ¶ When Offered: (Fall, Spring) Prerequisite(s):
a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:
† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ART 1201C - Two-Dimensional Design

An introductory course, both theoretical and applied, dealing with the principles of organization and the elements of design in a two-dimensional format. This is a foundation course for all of the graphic arts: painting, printmaking, and the two-dimensional crafts. Audit enrollment In studio art classes is permitted on a space-available basis only.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

ART 1203C - Three-Dimensional Design

An introductory course, both theoretical and applied, dealing with principles of organization and the elements of design in a 3-dimensional format. Various materials, tools, and surfaces are used to explore 3-D form. This is a foundation course. Audit enrollment In studio art classes is permitted on a space-available basis only.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

ART 1300C - Drawing I

Basic drawing course covering different drawing media, line, form, shape, value and spatial relationships. Drawing problems involving a variety of subject matter will be explored. Emphasis is on value, drawing techniques, spatial relationships between shapes and composition. Audit enrollment In studio art classes is permitted on a space-available basis only.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

ART 1301C - Drawing II

Continued study of drawing techniques explored in Drawing I. Provides experience with more complex drawing problems. Emphasis is on self-expression, value, color theory, and composition. A variety of subject matter and drawing media will be explored.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
ART 1300C . Audit enrollment in studio art classes is permitted on a space-available basis only.

ART 1750C - Pottery I

The students shall be exposed to the production of pottery utilizing all known hand building techniques. Also includes introduction to potter's wheel and basic wheel fundamentals. The first half of course is hand building, the second half is devoted to development of skills on the potter's wheel. Students also learn how to glaze pottery and make glass. Audit enrollment In studio art classes is permitted on a space-available basis only.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

ART 1751C - Pottery II

Continues hand building of Pottery I, but major emphasis is placed upon development skills utilizing the potter's wheel. Additional glazing experimentation is also emphasized.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
ART 1750C . Please refer to catalog section regarding audit enrollment.

ART 2330C - Figure Drawing I

The development of technical skills and self-expression through drawing the figure; course begins with anatomy studies, progresses to conceptualization of human form. Audit enrollment In studio art classes is permitted on a space-available basis only.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

ART 2331C - Figure Drawing II

This class is a continuation of Figure Drawing I. Emphasis is on composition and self-expression in relation to the human figure. Exploration of media and content will be encouraged.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
ART 2330C . Audit enrollment In studio art classes is permitted on a space-available basis only.

ART 2500C - Painting I

Course will include design elements, composition and spatial relationships. Emphasis is on color theory, color mixing, and execution thereof within a variety of subject matter. Audit enrollment In studio art classes is permitted on a space-available basis only.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

ART 2501C - Painting II

This course is a continuation of Painting I ART 2500C with emphasis on further exploration of student's personal style and original techniques. Further experimentation in abstraction and emotional aspects of form and color are explored and expressed.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
ART 2500C . Audit enrollment in studio art classes is permitted on a space-available basis only.

ART 2540C - Water Color I

An introduction to water media techniques applied to various subject matter through demonstrations and various lab experiences. Open to all students. Audit enrollment In studio art classes is permitted on a space-available basis only.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

ART 2541C - Water Color II

Allows continued experience in more complex water color technique and subject matter. Emphasis is on composition and individual expression.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
ART 2540C - Water Color I . Audit enrollment In studio art classes is permitted on a space-available basis only.

ART 2602C - Digital Imaging I

A digital illustration production course with a strong emphasis on concept development and image making skills. Students will create complex imagery based on manipulations of photographs with an industry standard image editing/manipulation software application. Access to an appropriate high-quality digital camera is required. It is recommended that students take PGY1801C at the same time or prior to taking this course.

Credit Hour(s): 4 Credit Hours When Offered: (Fall)

ART 2701C - Sculpture I

An introductory course in the technical and aesthetic consideration of sculptural forms. Includes a wide range of materials and expressions, representing past and present sculptural methods. Audit enrollment in studio art classes is permitted on a space-available basis only.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

ART 2703C - Sculpture II

Allows continued experience in more complex three-dimensional techniques; emphasis on individual projects and conceptual approach.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
ART 2701C . Audit enrollment in studio art classes is permitted on a space-available basis only.

ART 2955 - Portfolio Development

Development of a working portfolio through studio project aimed at fulfilling the general requirements the average company, university, art school or advertising agency looks for in a portfolio presentation.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
ART 1201C , ART 1203C , ART 1300C , ART 1301C .

ASC 2560C - Unmanned Aerial Vehicles & Systems

This course is a survey of unmanned aerial vehicles (UAV) and systems, emphasizing the military and commercial history, growth and applications of UAVs. Course will include basic acquisition, use and operation of UAVs with an emphasis on operations.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
ATT 1100

ASC 2564C - Unmanned Vehicle Security

Participants will develop an understanding of the digital operations of an unmanned vehicle. Methods of securing digital information during the upload and downloading functions will be explored.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
ATT 1100

ASL 1140 - American Sign Language I

Introduces the student to the basic vocabulary and finger spelling of American Sign Language. Emphasis will be on learning to express this language in a simple form and have a basic receptive language competency.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring)

ASL 1150 - American Sign Language II

This course increases the student's American Sign Language vocabulary and uses more complex expression of thoughts, ideas, and emotions and increases the receptive and expressive proficiency of the student in both sign and finger spelling.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
ASL 1140 or an equivalent course with a grade of "C" or better

ASL 2160 - American Sign Language III

A conversational course in American Sign Language utilizing skills and vocabulary from American Sign Language I and II and building on these to form more complex expressions in American Sign Language. Impromptu and planned stories, dialogues and skits will be performed. Receptive and expressive finger spelling will be advanced. No voice will be used for the majority of classroom time.

Credit Hour(s): 4 Credit Hours When Offered: (Summer) Prerequisite(s):
ASL 1150 or an equivalent course with a grade of "C" or better.

AST 1002 - Descriptive Astronomy

This non-lab one-semester course is designed to meet the general education requirements in physical science for non-science majors and for students in related scientific fields needing a scientific elective. The course includes topics in planetary astronomy, the sun and stellar evolution, galaxies, and cosmology. Also covered are basic physical laws, light, and telescopes. Exercises require only basic math with some very limited algebra.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

AST 1005 - Introduction to Astrobiology

This course will explore the scientific evidence for the possibility, probability, and potential nature of life that might exist beyond the Earth. Contemporary discoveries about current and past conditions suitable for the origin of life on Mars and some of the moons orbiting other planets in our own solar system are reviewed in the context of what we understand about life on Earth. The question of life in other solar systems is also covered. Space travel and problems regarding intelligent extra-terrestrial beings visiting the Earth and intelligent life beyond the Earth but still within our own solar system are also discussed. All this is done in a fashion which integrates the various branches of science required to understand life beyond the Earth: Astronomy, Biology, Chemistry, Geology, and Physics. There are no prerequisites for this course and it may be taught in a team fashion by faculty members from various scientific disciplines.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

ATT 1100 - Private Pilot Ground School

An introductory survey of the subjects pertaining to flight; aircraft operation and performance, weather, pilotage, air traffic control and Federal Aviation Regulations in preparation for the Federal Aviation Administration Private Pilot Written examination.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

BCN 1230 - Building Construction Materials and Processes

Course designed to introduce the student to terminology, methods, procedures, materials, and processes used in the construction industry.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

BCN 1272C - Blueprint Reading for Commercial Construction

A course to familiarize non-drafting students with techniques of blueprint reading and the fundamentals of construction methods that make blueprint reading meaningful.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

BCN 1520C - Electrical Systems in Construction

A course to familiarize students with electrical terminology, practices, methods, code requirements and safety and health in construction.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

BCN 1567C - Plumbing and Gas Construction Practices

A course to familiarize students with Plumbing and Gas code requirements, terminology, methods, practices, processes and safety and health used in building construction.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

BCN 2231 - Building Construction Materials and Processes II

Course designed to introduce the student to terminology, methods, procedures, materials, and processes used in the construction industry. The focus of the course will cover Divisions 9 through 16 of the construction industry.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

BCN 2560C - Mechanical Systems in Construction

A course to familiarize students with mechanical trades terminology, methods, practices, code requirements processes, and safety and health criteria in mechanical construction.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

BCN 2721 - Construction Management/Planning

The course covers project development and organization from pre-construction site investigation to final completion. The course will include the management of project estimates, plans, schedules, operations and safety. The student will become knowledgeable about documents used in the construction industry for bid, contracts, zoning, permits, bonds, loans specifications and drawings. Cost engineering, procurement, value engineering and quality assurance will be covered. Cost management through job cost analysis and purchase order systems will also be covered.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

BCT 1763 - Construction Safety and Health

A basic course in construction safety and health, covering such topics as: theories of accident causation; workplace hazards; hazard analysis and prevention; accident reporting; OSHA construction standard and safety practices; environmental safety; violence in the workplace; ergonomics; ethics and safety; workers' compensation; and stress on the job.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

BCT 2761C - Structural Systems in Construction

A course to familiarize students with structural terminology, practices, methods, code requirements and safety, and health criteria in construction.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

BCT 2770 - Construction Estimating

A course in estimating as it relates to the construction industry covering references, estimating methods, take-off organization and presentation; material take-off, cost estimating in heavy construction, mathematical formulas for estimating, quantity take-off from plan review, and computer estimating overview.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
BCN 1230 , BCN 1272C .

BOT 1010C - Botany

This course covers the structure and function of seed plants, basic information on plant metabolism, including photosynthesis and water relations, and a survey of lower plants, algae and fungi. It introduces basic concepts of ecology and plant geography and stresses the importance of plants to humans. Laboratory sessions illustrate concepts from the lecture using specimens, microscope slides and field trips.

Credit Hour(s): 4 Credit Hours When Offered: (Spring)

BSC 1005 - General Biology

The principles of biology are included. Human Biology is emphasized. Human's effect on the environment is considered wherever appropriate. (NO LABORATORY — Not for majors in Biology).

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1005L - Biology Lab

Laboratory for General Biology. Experimental methodology and technique. Not recommended for Biology majors.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prereq/Corequisites:
BSC 1005 or equivalent.

BSC 1010C - Principles of Biology I

A study of the structure and function of the major biological molecules and the organization of these molecules at the subcellular level; of cellular growth including bioenergetics, metabolism and its control, and the movement and incorporation of macromolecules as related to cell expansion and repair; and the study of the control of cellular growth including both genetic and biochemical control mechanisms. Required for Biology, Pre-Med, and most Pre-Professional Science majors.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring) Prerequisite(s):
high school biology and chemistry or CHM 1020 and eligibility to enroll in MAC 1105 .

Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1011C - Principles of Biology II

This course is a continuation of BSC 1010C . It provides an overview of the history of life on Earth, a summary of the concepts of

phylogeny and classification, and a survey of organisms with emphasis on plants and animals. Structure, evolution, taxonomy, and ecology of the major phyla will be included. This course is required for Biology, Pre-Med, and most Pre-Professional Science majors.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
BSC 1010C .

BSC 1080 - Essentials of Anatomy and Physiology

This course surveys basic structure and function of the human body with emphasis on terminology and anatomy.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

BSC 1085C - Anatomy and Physiology I

A study of the human organism to include cells, tissues, skeleton, muscular system and nervous system.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

BSC 1086C - Anatomy and Physiology II

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

BSC 1905 - Independent Study – Biology

A course designed to (1) allow a student to complete part of a course taken elsewhere and thereby complete general education requirements, (2) to go deeper into special areas of interest.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring, Summer) Note:
This course may be taken up to four times for credit.

BSC 2020C - Human Structure and Function

A study of the structures and functions of the human body with emphasis on system integrations (homeostasis) and an introduction to system disorders and pathologies.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

BUL 2241 - Business Law I

Introductory course in business law with objective of presenting the law underlying business transactions. Course includes the study of the Law of Contracts, the Law of Bailments, and the Law of Sales based on the Uniform Commercial Code. Recommended for Business degree students.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

BUL 2242 - Business Law II

Course context explores laws relative to negotiable instruments, agency, partnerships, (includes study of Uniform Partnership Act), corporation law, creditors rights, consumer protection and insurance. Based on Uniform Commercial Code.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
BUL 2241 is required and knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: D

CAP 2134C - Database Security

This course is designed to provide the student with an understanding of database security concepts and practices. The objective of the course is to provide hands-on instruction in various database tasks that relate to securing the confidentiality, integrity and availability of information that is stored in a database. The student will be able to perform administrative tasks in different database management systems, as well as manage database user profiles, privileges, and roles. Different database application security models will be explored, as will the security advantages of utilizing virtual private databases. Finally, the process of database auditing will be explored, including auditing methods using various database management systems..

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
CNT 1000C and CGS 2541 , minimum C

CCJ 1020 - Introduction to Criminal Justice

An introduction to the philosophical and historical background of law enforcement and the administration of criminal justice. Organization and jurisdiction of local, state, and federal law enforcement agencies, court and criminal procedures, career opportunities in the Criminal Justice field are also covered.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

CET 1600C - Networking Fundamentals

This course introduces the student to the basics of Internetworking technology. This is also the first of four courses designed to prepare a student to take the CISCO Certified Network Associate Exam. The student will study networks and layers, networking devices, IP addressing, ARP and RARP, media and design, topology, structured cabling, electricity, and electronics and network management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

CET 1675C - Introduction to IP Telephony

This course explains how companies are using IP Telephony equipment and software to efficiently upgrade existing telephone systems. In addition, the course will give the student a fundamental understanding of the architecture of voice communication and how signaling, call quality and public switched telephone networks operate in a LAN/WAN networking environment. The use of IP Telephony products will be discussed and how software allows companies to cost-effectively upgrade and eventually replace existing (legacy) telephone systems with more cost-effective and easy-to-use telephone equipment.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
CET 1600C is required and knowledge of basic computer and keyboarding skills are strongly recommended.

CET 2179C - PC Operating Systems A+

This course is designed to help prepare the student to take the A+ Certification exams by making the student proficient in personal computer operating systems, including Windows. Major topics include disk and file management, system configurations, menu driven processing, graphical user interfaces, boot files, disk caching, virtual memory, device drivers, remote assistance, and security essentials and security practices.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

CET 2182C - PC Hardware A+

This course is designed to prepare the student to take the A+ Certification exam, by teaching the student basic technical skills needed to understand the function and operation of the major elements of personal computer systems, and how to localize and correct common hardware and software problems.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

CET 2660 - Network Security

This course provides an in-depth study of network security concepts and techniques. Students examine theoretical concepts that make computer network security unique. This course provides a practical, hands-on approach when examining networking security techniques. Students examine different network strategies, explore the advancement of network implementation, and study timeless problem solving strategies. The course is also intended to assist with preparation for the CompTIA security+ certification.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
CTS 1134 , and CET 2179C , minimum grade C.

CET 2854C - Fundamentals of Wireless LANs

Develop, implement and troubleshoot wireless networks. This hands-on, skill-based course focuses on the design, planning and operation of wireless networks, with an overview of technologies, security, and design best practices. This course helps prepare the student for the CISCO Wireless Certification.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
CET 1610C [Inactive] is required. Knowledge of basic computer and keyboarding skills are strongly recommended.

CET 2880C - Digital Forensics Fundamentals

This course offers a solid foundation to computer forensics investigations: preparing students to acquire and analyze digital evidence. The course covers tools and techniques and explains topics such as file structure, data recovery, e-mail and network investigations, and expert witness testimony. In addition, the student will gain practical knowledge in conducting digital investigations and preserving digital evidence that may be used in court or corporate inquiries.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
CET 2179C and CTS 1106 , minimum grade C

CET 2892C - Advanced Network Security

This course examines advanced network security topics including, but not limited to, advanced topics in integration of hardware firewalls, advanced topics in Intrusion Detection Systems (IDS), advanced topics in Internet Protocol-security (IPSec), and advanced topics in Virtual Private Networking (VPN) in network security design. Students will implement designs using equipment in a laboratory setting.Prerequisites

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
CET 2660 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

CET 2940 - Computer Engineering Internship

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired in the program of study. The student will work with a qualified work site supervisor on approved projects related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a unique set of objectives and assessments.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):
active enrollment in an appropriate degree program and permission of the instructor. Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:
This course may be taken up to four times for credit.
* This college credit course is not intended for transfer and may not be applied toward the A.A. degree.

CGS 1100 - Microcomputer Applications

This is a hands-on course using computer software including discussion and practical applications of the Windows operating system, computing concepts, Internet, word processing, spreadsheets, database management, presentation software, and various communications topics.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
none

CGS 1550 - Introduction to World Wide Web

This course provides an introduction to the required hardware, software, procedures, uses and building web pages on the World Wide Web and the Internet.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

CGS 1843 - Introduction to E-Commerce

This course is designed to provide students with an overview of the dynamics of electronic commerce and how it links information technology to business objectives. Course may not transfer to all State University System institutions.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

CGS 2541 - Introduction to Database Concepts

The aim of this course is to provide an introduction to data modeling and the design and implementation of relational databases and to extend the students' understanding of the principles and techniques used in the design and implementation of modern database systems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

CGS 2544 - Advanced Database Concepts

The aim of this course is to explore advanced database concepts including an advanced exploration of data modeling and the design and implementation of relational databases. This course will extend the students' understanding of advanced principles and techniques used in the design and implementation of modern database systems and explore database problems and potential solutions.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
CGS 2541 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

CGS 2820 - Web Design

This course introduces programming in techniques associated with web-based languages. The student will learn to create innovative and useful window programs. Topics to be discussed include variables, string handling, loops and arrays, formatting techniques, labels, buttons, menus, loading and saving, error handling, graphics and linking applications.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

CHI 1120 - Mandarin Chinese I

This course focuses on pronunciation and grammatical structures of Mandarin Chinese, with emphasis upon balanced development of all four skills: listening, speaking, reading and writing. Covers all basic structures of the language and develops a foundation for further study of the language. Designed for students with no previous knowledge of Chinese.

Credit Hour(s): 4 Credit Hours When Offered: (Fall)

CHI 1121 - Mandarin Chinese II

This course is a continuation of Mandarin Chinese I with additional vocabulary and grammar. Pronunciation and grammatical structures of Mandarin Chinese, with emphasis upon balanced development of all four skills: listening, speaking, reading and writing. Covers all basic structures of the language and develops a foundation for further study of the language.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):
CHI 1120 or an equivalent course with a minimum grade of "C".

CHM 1020 - Chemical Science

Fundamental principles and theories of matter and energy. Atomic theory, periodicity, properties, structure, kinetic molecular theory, bonding, solutions, scientific method, carbon compounds. This course serves as an introduction to chemistry for non-science majors, satisfying the General Education requirement for the A.A. degree; and as a preparatory course for students intending to enter college chemistry.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

CHM 1032C - General Chemistry for Life Sciences

This course is a one-semester introduction to chemistry especially appropriate for those pursuing a degree for a career in an allied health science field, although open to all students. Topics include atomic theory, bonding, nomenclature, gases, acids and bases, stoichiometry, and solutions, with an additional emphasis on reaction rates, equilibria, organic and biochemistry, and organic and biomolecules and their roles and functions in living organisms.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
MAT 1033A or appropriate placement test scores.

CHM 1045C - College Chemistry I

Quantitative approach to modern theoretical and descriptive chemistry with appropriate development of laboratory technique. Includes symbols, formulas, equations, atomic structure, bonding, states of matter, stoichiometry, thermo-chemistry, solutions, colloids, molecular orbitals, periodicity and properties. A two semester sequence in general chemistry with laboratory exercises and demonstrations. University transfer credit.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):
MAC 1105 required; high school Chemistry or Physics, CHM 1020 or PHY 1020 advised.

Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

CHM 1046C - College Chemistry II

Continuation of CHM 1045C . Includes kinetics, chemical equilibrium, acids and bases, thermo-dynamics, non-metals and their compounds, electrochemistry, redox, the atmosphere, hydrocarbons, biochemistry, nuclear chemistry, coordination compounds, and qualitative analysis.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
CHM 1045C .

CHM 2210C - Organic Chemistry I

This course will present the correlation between structure and physical and chemical properties of organic compounds. The

principle types of mechanisms involved in organic reactions will be discussed on aliphatic and aromatic hydrocarbons, alkyl halides, alcohols and ethers. Laboratory exercises illustrate these topics.

Credit Hour(s): 4 Credit Hours When Offered: (Fall) Prerequisite(s):
CHM 1046C .

CHM 2211C - Organic Chemistry II

In continuation of Organic Chemistry I the relationships between functional groups and properties of organic compounds will be discussed. Infrared, NMR, and mass spectroscopy will be used for identification of organic compounds and for structure analysis. The transition state theory is applied to interpret the nucleophilic addition reactions, the carbanion condensation reactions, the interconversions of carbonyl compounds and the nucleophilic acyl substitution of carboxylic acids and their derivatives. Biochemical topics, i.e. lipids, carbohydrates, amino acids and proteins are included.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):
CHM 2210C .

CIS 1000 - Introduction to Computer Science

A broad survey of computing and computer science topics appropriate for computer science, computer engineering, and information systems students. Math placement at the college algebra level strongly advised.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

CIS 1531 - Scripting for Cybersecurity Professionals

The course scripting for cyber security professionals introduces the student to a variety of scripting languages. These scripting languages are an integral part of modern penetration testing tools. The course starts with an introduction to flow charting, windows batch files and Linux shell scripting. With the importance of web attacks, the students will cover HTML and JavaScript. This curriculum covers ruby and python scripting, concluding with a brief overview of assembly, debugging and disassembly.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
CET 2179C , minimum C

CIS 2352C - Ethical Hacking Fundamentals

This course is designed to provide the student with an understanding of the techniques and methodologies of security penetration testing. This course provides hands-on instruction using the various tools and methods that security professionals use to analyze an information system in order to discover vulnerabilities and protect against information loss, cyberterrorism, and corporate espionage. The student will be introduced to fundamental security testing concepts, gain practical knowledge of computer programming, learn how to properly document a security test, and explore the legal and ethical ramifications of penetration testing. Students will also learn how to apply the appropriate countermeasures in order to reduce the risk that an organization faces.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
CNT 1000C or CTS 1134 , minimum C

CJC 2000 - Introduction to Corrections

Theories of punishment and incarceration; the organization of correction programs and institutions, principles of probation and parole, role of parole and probation officers, legal implications; and problems of rehabilitation are covered. This course may be used in transfer to UWF and may be accepted at other upper division schools. Students should consult the department for program planning.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

CJE 2600 - Criminal Investigations

Fundamentals of investigation; duties and responsibilities of the detective; interrogation techniques; search and techniques of

protecting the crime scene; collection and preservation of evidence; modus operandi systems; scientific aids and other sources of information; court preparation and case follow-up.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

CJJ 1002 - Juvenile Delinquency

A study of the nature and cause of juvenile delinquency, the development of the delinquent and criminal behavior, specific criminal justice subsystem (law enforcement, judicial, corrections) problems dealing with juvenile delinquents from initial contact through final disposition and treatment. This course may be used in transfer to UWF and may be accepted at other upper division schools. Students should consult the department for program planning.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

CJL 2500 - Courts and the Judicial Process

This course is designed to teach the student the major structures and basic legal concepts of the American criminal court system. The students shall learn the components, personnel, and inherent social issues in our present criminal court system.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

CLP 1001 - Personal Adjustment

Psychology of adjustment, application of psychological theory for problem solving and better mental health. An examination of psychological defense mechanisms and adaptive behavior.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

CLP 2140 - Abnormal Psychology

A study of the different problems in psychopathology, including anxiety, depression, social deviance, psychosis, schizophrenia, mental retardation and general brain dysfunction of both children and adults, with emphasis on descriptive etiology, known causes, and treatments.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
PSY 2012 .

CNT 1000C - Introduction to Networks

This course introduces the student to the basics of Internetworking technology. This is also the first of three courses designed to prepare a student to take the Cisco Certified Network Associate Exam. The student will study networks and layers, networking devices, IP addressing, ARP and RARP, media and design, topology, structured cabling, electricity, and electronics and network management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

CNT 1700C - Routing, Switching and Wireless Essentials

This course introduces the student to the architecture, components, and operations of routers and switches in small networks and introduces wireless local area networks and security concepts. This is the second of three courses designed to prepare the student to take the Cisco Certified Network Associate Exam. Students learn how to configure and troubleshoot routers and switches for advanced functionality using security best practices and resolve common issues with protocols in both IPv4 and IPv6 networks.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
CNT 1000C minimum grade of C

CNT 2211C - Enterprise Networking, Security, and Automation

This course describes the architectures and considerations related to designing, securing, operating, and troubleshooting

enterprise networks. This course covers wide area network technologies and quality of service mechanisms used for secure remote access. This is the third of three courses designed to prepare the student to take the Cisco Certified Network Associate Exam. It also introduces software-defined networking, virtualization, and automation concepts that support the digitalization of network management tools. The students learn key concepts of software-defined networking, including controller-based architectures and how application programming interfaces (APIs) enable network automation.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
CNT 1700C minimum grade of C

COP 1000 - Introduction to Programming Concepts and Logic

General survey of programming/problem solving techniques. Includes an introduction to structured programming. Algorithm development will employ the use of a modern programming language.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 1411 - Data Structures and Algorithms

This course is intended to be a first course on data structures and algorithms. As such it deals with abstract data types and data structures. It also introduces writing algorithms and problem solving.

Credit Hour(s): 3 Credit Hours When Offered: Fall Prereq/Corequisites:
CIS 1000

COP 2010 - Visual Basic Programming

This course introduces programming in Visual Basic.Net. The student will learn to create innovative and dynamic data structures using Rapid Application Development techniques. Topics to be discussed include: graphical user interface development and object-oriented programming.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2030 - Programming In Python

An Introduction to Python programming language using microcomputers. Topics include Python basics, use of Python control and data structures, use of Python function, Python 110, and implementation of basic programming tasks.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2176 - Visual Basic ADO.Net

The aim of this course is to provide an advanced level of knowledge in database programming using visual basics ado.net, using normalization, object and relational types, modeling, data validation, and structured query language (sql) in creating database applications.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
COP 1000 , minimum C

COP 2220 - Programming in C

An introduction to C programming language using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2224 - Programming in C++

An introduction to C++ programming using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2360 - Programming in C Sharp (C#)

An introduction to the C# programming language using microcomputers.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2700 - Introduction to SQL

An introduction to SQL and the design and creation of object-oriented databases (using SQL). Topics include storing, retrieving, updating and displaying data using Structured Query Language (SQL).

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
COP 1000 is required. Knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2800 - Introduction to Java Programming

An introduction to programming using the Java language. Students will develop and apply individual programs.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
COP 1000 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2805 - Advanced Java Programming

An advanced level programming course using advanced Java techniques.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
COP 2800 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

COP 2840 - Web-based Programming I

This course is designed to extend the student's understanding of web-based programming techniques, and give them practical experience in the use of a range of technologies for creating e-Commerce applications.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

CRW 2001 - Creative Writing I

Instruction and practice in writing fiction and poetry. Students will submit a poetry portfolio and complete at least one short story.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

CRW 2002 - Creative Writing II

Advanced work in poetry and prose modes with emphasis on revision. Students will submit a poetry portfolio and write and revise at least one complete short story. Students will prepare creative work for publisher market.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

CRW 2100 - Introduction to Fiction Writing

Practice in writing fiction using various points-of-view. Students will submit completed short stories for workshop. Upon agreement with the instructor, students may elect to develop novel chapters with synopsis. Students will prepare creative work for publisher market.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

CRW 2201 - Introduction to Creative Nonfiction

This writing course examines the narrative possibilities of creative nonfiction. We will explore structure, technique, and authorial presence in representative works of established sub-genres, including literary journalism, travel and/or food writing, memoir, the lyric essay and collage.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

CRW 2300 - Introduction to Poetry Writing

Practice in writing poetic forms employing poetic techniques. Students will workshop completed poems and submit a portfolio of revised poetry. Students will prepare creative work for publisher market.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

CTS 1106 - Fundamentals of Linux

This course is designed to introduce the Linux operating system to new users. The student will learn fundamental features of the operating system, including file system navigation, file permissions, editors, command shells, and basic network use. This course also provides a foundation for more advanced courses in administration and certification.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

CTS 1134 - Networking Foundations

This course is designed to introduce students to the terminology and concepts of the networking industry, including data communications and networking services, OSI and TCP/IP models, topology, network media, connectivity, intermediate devices and security. This is preparation for the CompTIA Network+ certification exam.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

CTS 1142 - Information Technology Project Management

This introductory course teaches the essentials of information technology project management. This course provides an introduction to the project management body of knowledge, as specified by CompTIA project+. The course discusses the processes, methods, techniques and tools that organizations use to manage information systems projects. The course covers a systematic methodology for initiating, planning, executing, controlling, and closing projects and emphasizes the important special considerations which apply to information technology projects.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of networking, basic computer, and keyboarding skills are strongly recommended.

CTS 1156C - Desktop Support

This course introduces the helpdesk skills to troubleshoot hardware or software operation and application problems for end users on the desktop or client-side, based on the Windows operating system. It is designed to help prepare the student to take the two core exams (70-620 and 70-622) required for certification as an MCITP: Enterprise Support Technician students should have user-level competency with Windows and MS Office.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

CTS 2104 - Introduction to Windows

An introduction to operating systems in general with emphasis on windows.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

CTS 2127 - Certified Information Systems Security Professional (CISSP)

This course covers security topics from a management perspective to include, security and risk management, asset security, security architecture and engineering, communication and network security, identity and access management, security assessment and testing, security operations, and software development security. This course will prepare students for management level security responsibilities. This course will prepare the student for the industry certification by ISC2: Certified Information System Security Professional (CISSP) exam.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
CET 2660 is required and knowledge of basic computer and keyboarding skills are strongly recommended

CTS 2145 - Cloud Essentials

The course covers cloud concepts and models; virtualization; cloud infrastructure; resource management; security; and systems management. It includes implementation, maintenance and delivery of cloud technologies and infrastructures while ensuring proper security measures are maintained to mitigate risks and threats.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of networking, basic computer, and keyboarding skills are strongly recommended.

CTS 2302C - Windows Active Directory

This course focuses on a Windows server directory service environment, including forest and domain structure, DNS, site topology and replication, organizational unit structure and delegation of administration, Group Policy, and user/group/computer account strategies. Recommended level of knowledge: A+, Network +, Security +. This course prepares the student for the MCTS exam, a core requirement for Windows MCITP.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
CTS 1156C is required. Knowledge of basic computer and keyboarding skills are strongly recommended.

CTS 2314C - Network Defense and Countermeasures

This course will explore concepts of network defense and countermeasures as well as hardware and software required to design, configure and implement secure networks. Security topics covered in this course include firewalls, Intrusion Detection Systems (IDS), Virtual Private Networks (VPN) and policy creation using the Windows Operating System (OS), Transmission Control Protocol/Internet Protocol (TCP/IP) packet and signature analysis. The student will get hands-on instruction installing the network defense mechanisms and countermeasure applications. Software will be used for collecting, monitoring and auditing various activities; students will analyze threats and intrusions.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
CET 2660 minimum C

CTS 2390C - Installing and Configuring Windows Server

This course is the first of a series of three courses which provide the skills and knowledge necessary to implement a core Windows Server infrastructure in an existing enterprise environment. The three courses in total collectively cover implementing, managing, maintaining, and provisioning services and infrastructure in a Windows Server environment. While there is some cross-over in skill set and tasks across the courses, this course primarily covers the initial implementation and configuration of those core services,

such as Active Directory Domain Services, networking services, and initial Hyper-V configuration and is also preparation material for.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

DAA 1104 - Modern Dance I

This dance class is designed to affect an understanding of the art of the modern dance. It includes a brief history of the dance; instruction and practice in basic dance techniques, improvisation, and dance forms. Performance, research and individual projects comprise the remaining class time. This course maybe taken 4 times for credit.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Note:
This course may be taken up to four times for credit.

DAA 1204 - Ballet I

A beginning dance course designed to serve as an introduction to the tradition and discipline of the art of the classical ballet. Physical development of the body as an expressive instrument for ballet movement will be stressed as strength, flexibility, balance, agility, alignment, turn-out, control, elevation and sensitivity to line are studied. Performance, research and individual projects comprise the remaining class time.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Note:
This course may be taken up to four times for credit.

DAA 1504 - Jazz Dance I

The course includes a brief history of the jazz dance and instruction and practice in jazz dance techniques exploring popular dance idioms. Performance, research and individual projects comprise the remaining class time. This course may be taken 4 times for credit.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Note:
This course may be taken up to four times for credit.

DAA 1520 - Tap I

This course includes instruction in tap dance technique and the introduction of time steps commonly used in musical theater auditions.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Note:
This course may be taken up to four times for credit.

DAA 1521 - Tap II

The Tap II dance class includes a more in-depth history of tap dance, instruction and practice utilizing tap and exploring its various styles.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):
DAA 1520 .

Note:
This course may be taken up to four times for credit.

DAA 1580 - Musical Theater Dance I

This beginning course covers the study of musical theater dance techniques and styles as related to a specific performance experience, usually Creative Dramatics. Students must participate in designated rehearsals and performances.

Credit Hour(s): 1 Credit Hour When Offered: (Summer) Prerequisite(s):

level of competency determined by audition.

Note:
This course may be taken up to four times for credit.

DAA 1681 - Dance Ensemble

The student shall participate in the preparation and performance of original dance compositions to include Dance Line and Show Choir performances.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):
level of competency determined by audition.

Note:
This course may be taken up to four times for credit.

DAA 2105 - Modern Dance II

This dance class is designed to further the student's understanding of the art of the modern dance. It includes continued study in history of the dance; instruction and practice in intermediate level dance techniques, improvisation, and dance forms. Performance, research and individual projects comprise the remaining class time. This course may be taken 4 times for credit.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):
DAA 1104 - Modern Dance I With a minimum grade of D

Note:
This course may be taken up to four times for credit.

DAA 2205 - Ballet II

This dance course is designed to serve as an further training in the tradition and discipline of the art of the classical ballet. Physical development of the body as an expressive instrument for ballet movement will be stressed as strength, flexibility, balance, agility, alignment, turn-out, control, elevation and sensitivity to line are studied. Performance, research and individual projects comprise the remaining class time. This course may be taken 4 times for credit.

Credit Hour(s): 2 Credit Hours When Offered: (Spring) Prerequisite(s):
DAA 1204 - Ballet I With a minimum grade of D

Note:
This course may be taken up to four times for credit.

DAA 2581 - Musical Theater Dance II

The continued study of Musical Theater dance techniques and styles as related to a specific performance experience, usually Summer Ensemble Workshop. Students must participate in rehearsals and performances.

Credit Hour(s): 1 Credit Hour When Offered: (Summer) Prerequisite(s):
level of competency determined by audition.

Note:
This course may be taken up to four times for credit.

DAA 2930 - Dance – Special Topics

This is a defined special topics course pursued under the supervision of a faculty member and recorded through usual departmental procedures. It is designed to permit a student to pursue non-scheduled academic and laboratory work that may be of a specialized nature and not available through the college schedule.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Note:
This course may be taken up to four times for credit.

DAN 1750 - Dance Conditioning

Dance Conditioning is an excellent course in which to begin your dance training. It is designed to improve fundamentals for the beginning/intermediate student through daily practice in floor work, yoga, and Pilates exercises. This movement class will get you ready to meet the challenges of other dance classes by toning, strengthening and preparing the body to move.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Note:
This course may be taken up to four times for credit.

DAN 2120 - Dance Appreciation

This course is a study of the development of dance as an art form, as entertainment, and how it relates to the history of cultures and societies, emphasizing the evolution of dance in the specific genres such as ballet, modern dance, jazz dance, and world dance forms. Designed to heighten student awareness of dance as an integral part of society and establish an appreciation of dance's impact on the making of art. This course will give the student a foundation level understanding of dance as an art form and its historical and cultural significance. The major periods of dance history, master choreographers, and their works will be explored through lecture, discussion and media presentation. DAN 2120 is not an activity course.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

DEP 2004 - Human Growth and Development

A research oriented course in human development, covering the life span of the human being from conception to death. Special emphasis placed upon the interrelationships of the stages of development of the normal person.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

DEP 2100 - Child Growth and Development

This course covers the growth and development of the child from conception through age five, including the physical, social, emotional and mental development of the young child, influence of environment, and principles and theories of development.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

DSC 1002 - Domestic and International Terrorism

This course is designed to assist students in recognizing and understanding the elements and objectives of terrorism and 4th Generation Warfare and how they affect public safety planning and response operations.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

DSC 1004 - Introduction to NRF and NIMS

Designed to inform emergency responders and planners of the key elements in the National Response Framework (NRF) and the National Incident Management System (NIMS) and their relationship to planning and response operations. The curriculum includes classroom exercises.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

DSC 1222 - Psychological Management of Disaster Victims

This course introduces students to a general overview of terrorism and the potential psychological effect of terrorist events on victims.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

DSC 1552 - Critical Infrastructure Protection

This course introduces participants to the Critical Infrastructure Protection (CIP) process to secure the effective protection of the people, physical entities, and cyber systems that are critical. The CIP course will guide leaders in the systematic protection of critical infrastructures. More basically, the course will introduce decision sequence that assists leaders and future leaders in ultimately determining exactly what really needs protection as well as when. The course will introduce a time-efficient and resource-restrained practice that ensures the protection of only those infrastructures upon which survivability, continuity of operations, and mission success depend.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

DSC 1562 - Homeland Security Threat Strategy

This course addresses problems of terrorism from a criminal justice perspective. It is designed to provide students with an understanding of the major issues associated with responding to terrorism in a democratic society. The course focuses on the threat of terrorism to the United States and will review specific strategies to deter terrorist threats to the U.S. The course will assess the relative effectiveness of anti-terrorist activities.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

DSC 1631 - Planning Considerations for Terror Prevention

This course introduces participants to various aspects of planning for potential terrorist activity. The student will be introduced to basic principles of emergency management, communications, security threats, and the effects these operations may have on personnel. The student will learn techniques for evaluating their own jurisdiction's vulnerability against terrorist attacks. Students will gain knowledge of the roles and responsibilities of local agencies during terrorism responses. The course introduces participants to various aspects of emergency management of terrorist activity.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

DSC 1751 - Homeland Security Policy and Law

This course introduces participants to the major debates about balancing democratic freedoms with security from the Patriot Act to Supreme Court decisions on detention powers. The course provides insight into legal strategies necessary to confront ongoing national security threats. The course examines laws designed to preserve both our security and our democratic way of life.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

DSC 2055 - Issues in Disaster Response

This course serves as an introduction to disaster response and mitigation for the first responder. Students will be introduced to legislation that has had a major impact on disaster and incident response, the role of local, tribal, state and federal government response to incident and disaster declarations and a brief introduction to the National Incident Management System, National Response Plan and the Incident Management System.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed)

DSC 2056 - Disaster Response Operations

This course examines the response protocol, logistics, responsibilities, interagency support, and concepts of front end planning involved in preparation for a catastrophic event. Students will be introduced to the development of an emergency response plan that will include concepts such as lookout, awareness, communications, escape, safety (laces), training, and various agency relationships.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ECO 2013 - Economics I

This course covers macroeconomics, its basic concepts and principles, national income accounting; fiscal and monetary policy and application, and growth economics. Basic math skills are required.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

ECO 2023 - Economics II

This course covers microeconomics, including economic structures, price theory, factor markets, and general equilibrium. It also includes the economics of information, externalities, and other current national and international issues.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
ECO 2013 is required and knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: D

EDF 1005 - Introduction to the Teaching Profession (Elementary Education)

A study of the history, philosophy, and social context of education. The course will help the student think critically about the process of education and their role as an educator.During an eighteen hour field experience, the student will observe and participate an elementary educational setting. An additional fingerprinting cost may be associated with this course. If used to meet state prerequisite requirements for entry intoaBachelor ofTeacher Education program, this course requires a minimum grade of "C."

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
ENC 1101 AND MAC 1105 – minimum grade of "C" for both courses

EDF 1005A - Introduction to the Teaching Profession (Early Childhood Education)

A study of the history, philosophy, and social context of education. The course will help the student think critically about the process of education and their role as an educator.During an eighteen hour field experience, the student will observe and participate in an early childhood educational setting. An additional fingerprinting cost may be associated with this course. If used to meet state prerequisite requirements for entry into the Bachelor of Early Childhood Education program, this course requires a minimum grade of "C."

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EDF 1006 - Field Experience in Education

This Educational Field Experience course allows students to work in an educational setting for a semester to meet requirements for admission to the BSE program. This course requires a minimum grade of "C". Current background check (fingerprints) acceptable to the District in which the field experience will take place is required for this course.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):
permission of department chair.

EEC 1001 - Introduction to Early Childhood Education

Study of principles and practices of programs for young children; current research in early childhood education, role of the teacher, and selection and use of equipment and materials for groups of young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1002 - Early Childhood Program Administration

This course provides the student with management and administrative skills related to child care services. Instruction includes: director responsibilities; staff selection, supervision, and evaluation; planning for budget, nutritional services, facility maintenance, health, and safety; and marketing techniques.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1201 - Infants and Toddlers

This course provides the student with information pertinent to the care of infants and toddlers. Special attention is given to selection of developmentally appropriate curriculum. Course work satisfies the Child Development Associate competency standards for Infant/Toddler.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1309 - Early Childhood Education Foundations

Study of the techniques of using language arts, science, art, social studies, music, mathematics, and physical activities with young children.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Summer, Spring)

EEC 1401 - The Family In Early Childhood Education

This course is comprehensive in scope, emphasizing skills and concepts of parenting which include: adjustment to parental roles; parent-child communication, care, growth, and development of children; cultivating strong families; special concerns; alternative family structures; educational institutions working effectively with parents; and agencies and legislation affecting children and parents.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEC 1601 - Assessment in Early Childhood Education

Designed to increase objectivity and proficiency in observing and interpreting children's behavior in addition to increase awareness of normative patterns of children from birth through five years of age. Current background check (fingerprinting) as required by the Early Childhood program in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

EEC 1750 - Guidance for Young Children

A study of principles, methods, guidance and discipline techniques used to promote positive social development in young children; influence of environment and developmental level of child on social behavior.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring Summer)

EEC 1949 - Internship, Early Childhood Education

On-the-job training (OJT) in the Associate in Science degree program in which the student is enrolled. The student is under the supervision, at work, of a qualified supervisor appointed by the respective agency, who works with the NWFSC instructor regarding student's OJT objectives based on student's goals and prior training. The supervisor will rate the student's performance, knowledge, comprehension, dependability, initiative, cooperativeness based on OJT performance. NWFSC instructor will evaluate student OJT experience in consultation with agency supervisor regarding OJT performance and project paper on approved project submitted two weeks prior to close of semester. This course may be repeated four times for a total of 12 semester hours. Current background check (fingerprinting) as required by the Early Childhood program in which the field experience will take place is required for this course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prereq/Corequisites:
EEC 1309 or EEC 1201 .

EEC 2220 - Language and Literacy Instruction In Early Childhood Education

Study of the principles, methods, and materials used to assist young children acquire basic skills to use language effectively and competently; evaluation and development of appropriate teaching materials to use with young children.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
EEC 1309

EEC 2222 - Math and Science Instruction In Early Childhood Education

Study of the basic concepts, methods, and materials of mathematics and science appropriate to the education of young children. Identification of the role of staff members in the center for the education of young children. Assignment with young children in community agencies.

Credit Hour(s): 3 Credit Hours When Offered: (Spring and as needed) Prerequisite(s):
EEC 1309 .

EEC 2732 - Child Nutrition, Health and Safety

Methods of meeting physical needs of young children through nutrition and good health practices. Recognition of childhood diseases and care of the handicapped child.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

EEL 2603C - Robotics-Mechanics and Controls

This course introduces the student to robotics. Instructional topics will include robot classifications, applications, Input/Output (I/O) and sensor interfacing.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
ETS 1542C

EET 1015C - Electricity/Electronics I, DC Circuits

This course introduces the theories, concepts, and relationships of voltage, current, and power in DC series, parallel, and series/parallel circuits containing common circuit elements with single and multiple sources. Students are introduced to Ohm's Law, Kirchoff's voltage and current Laws, Thevenin, Norton's, super-position, and maximum transfer of power theorems and their uses in DC circuit analysis. Students will learn how to use a digital multimeter to troubleshoot and analyze DC circuits.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

EET 1025C - Electricity/Electronics II, AC Circuits

This course introduces the theories, concepts, and relationships of voltage, current, and power in AC series, parallel, and series/parallel circuits containing common circuit elements with single and 3-phase sources. Students will apply Ohm's Law, Kirchoff's voltage and current Laws, Thieving's, Norton's, super-position, and maximum transfer of power theorems and their uses in AC circuit analysis. Included will be the use of a multimeter and oscilloscope for experimentation with and troubleshooting AC circuits.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prereq/Corequisites:
ETM 1005C and EET 1015C

EET 1084C - Introduction to Electronics

This course introduces the fundamentals, terminology, and applications used in the electronics industry. The topic coverage will include circuit theory principles, electronic components, transistor usage, amplifiers, power supplies, digital logic techniques, and electronic instruments. The course will also include some basic laboratory exercises to strengthen the topic coverage as it pertains to measurement involving both analog and digital circuits.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

EET 1141C - Solid State Electronics

This is the third course required for Electronics Aide certificate. This course introduces the student to the concept, components, and uses of solid state electronics. Topics include semiconductor devices; thyristors and diodes, transistors, amplifiers, power supplies, oscillators, and optoelectronics. The use of capacitors and inductors in solid state electronics will be also covered. The design, set-up, and troubleshooting solid state circuits and devices using various power supplies and function generators will be dispersed throughout the class.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
EET 1025C

EET 1180C - Industrial Electronic Troubleshooting

This course covers troubleshooting procedure for a variety of electronic equipment and circuits common to industrial applications. The student will develop and implement trouble shooting protocols and plans, equipment monitoring plans, a preventive maintenance plan, and select appropriate test and monitoring equipment. Safety in an industrial setting will be stressed and reinforced through a series of lab exercises throughout the course.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

EET 2155C - Linear Integrated Circuits

This course covers the fundamentals and applications of linear integrated circuits and operational amplifiers. The course covers includes inverting and non-inverting amplifiers, comparators, signal generators, differential and instrumentation amplifiers, operational amplifier specifications, active filters, modulator-demodulator integrated circuits, timers, analog to digital converters (ADC), and digital to analog converters (DAC) and measurement and analysis of linear circuits and devices.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
EET 1015C , EET 1025C

EEX 2010 - Introduction to Exceptional Children

Study of incidence, nature, etiology, law and services available in connection with learners with disabilities such as: intellectual and developmental disabilities, learning disabilities, attention deficit hyperactive disorder, emotional or behavioral disorder, autism spectrum disorder, communication disorders, deaf or hard of hearing, blind, physical disabilities, other health impairments, and gifted and talented.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

EME 2040 - Introduction to Technology for Educators

This course will develop competencies necessary to integrate technology into classroom instruction. Students will survey a variety of instructional technology materials, software, and systems, as well as learn to use these in the classroom environment. This course requires a minimum grade of "C" if used to meet state prerequisite requirements for entry into a Bachelor of Teacher Education program.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring Summer)

EMS 1119C - Emergency Medical Technician

Emergency Medical Technician is designed to prepare the student with the necessary fundamental knowledge to be successful in meeting Emergency Medical Technician certification and licensing requirements. Students will learn how to assess, treat and transport the sick and injured at the level of the Emergency Medical Technician-Basic. There is emphasis on assessment based learning and complies with National DOT EMS Education Standards.

Credit Hour(s): 6 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
permission of the EMS Director and AHA CPR for the Healthcare Provider

Corequisite(s):
EMS 1401L .

EMS 1337 - Defensive Tactics

Designed to provide EMS personnel with fundamental knowledge of the recognition of aggressive/violent behavior, and use of appropriate verbal and physical skills to control aggressive behavior in the course of providing emergency care.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):
admission to the Paramedic program or permission of instructor.

EMS 1401L - EMT Lab

An integrated experience that is designed to allow the student to apply practical experience to material learned in Emergency Medical Technician. Students will learn how to assess, treat and transport the sick and injured at the level of the Emergency Medical Technician-Basic in the laboratory environment, area hospitals and advanced life support EMS ambulances. There is emphasis on assessment based learning and complies with National DOT EMT-Basic curriculum.

Credit Hour(s): 6 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
permission of the EMS Director and AHA CPR for the Healthcare Provider

Corequisite(s):
EMS 1119C .

EMS 2232 - Paramedic Processes II

Second course in the sequence necessary for Paramedic program completion. Integrates and reinforces concepts and clinical skills learned in Paramedic Processes I, with emphasis on pharmacology, cardiology and Advanced Cardiac Life Support (ACLS) skills. Other topics include assessment and management of OB/GYN emergencies, psychiatric emergencies, pediatric emergencies, musculoskeletal injuries and mass casualty situations. Consistent with the most current DOT curriculum.

Credit Hour(s): 6 Credit Hours When Offered: (Spring) Prerequisite(s):
EMS 2231 [Inactive]

Corequisite(s):
EMS 2436L .

EMS 2342 - Advanced Extrication

Focus is on advanced principles of gaining access to and disentanglement of victims of vehicular crashes. Emphasis is placed on victim and rescuer safety. Actual use of available rescue tools is included. Packaging of patients to protect against possible spinal injury is demonstrated and assessed. The course takes place with a mock scene and "junk" cars are used for experience with rescue tools.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed)

EMS 2435L - Paramedic Lab I

The clinical and skills laboratory companion course to EMS 2231C. Designed to provide instruction in advanced paramedic skills and the opportunity to apply these skills in the clinical setting. By state rule, the instructor-to-students ratio will not exceed six students to one instructor.

Credit Hour(s): 5 Credit Hours When Offered: (Fall) Prerequisite(s):
admission to the Paramedic program

Corequisite(s):
EMS 2231 [Inactive].

EMS 2436L - Paramedic Lab II

This course is the clinical companion course to EMS 2232C, Paramedic Processes II. It is designed to provide instruction in the advanced paramedic skills and the opportunity to apply them in the clinical setting. By state rule, the instructor-to-student ratio will

not exceed six students to one instructor.

Credit Hour(s): 5 Credit Hours When Offered: (Spring) Prerequisite(s):
EMS 2435L

Corequisite(s):
EMS 2232 .

EMS 2438C - Advanced Clinical Internship

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired in the program of study. The student will work with a qualified work site supervisor on approved projects related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a unique set of objectives and assessments. This is the capstone course for the Paramedic Program.
Instructor permission is required.

Credit Hour(s): 6 Credit Hours When Offered: (Summer) Prerequisite(s):
EMS 2232 , EMS 2436L and permission of the instructor

EMS 2552 - Advanced Cardiac Life Support (ACLS)

An intense overview of the guidelines for emergency cardiac care and cardiac arrest management as published by the American Heart Association. Students must successfully pass a written examination and a skills proficiency performance examination to receive the "ACLC Provider" and successfully pass the course.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):
EMT certificate and CPR for Health Care Providers certification.

EMS 2553 - Pediatric Advanced Life Support (PALS)

Designed for the EMS student. Fundamentals of recognizing infants and children who are at risk for cardiopulmonary arrest, including the strategies that are needed to prevent cardiopulmonary arrest in infants and children and the cognitive and psychomotor skills needed to resuscitate and stabilize infants and children in respiratory failure, shock or cardiopulmonary arrest.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):
EMT certificate or permission of the instructor.

EMS 2555 - Prehospital Trauma Life Support

Fundamentals of managing traumatic injuries at the basic and advanced levels in accordance with the NAEMT PHTLS guidelines. The recognition and treatment of specific traumatic injuries such as pneumothorax, closed head injury, hemothorax, compensated and decompensated shock, fractures, uncontrolled bleeding, internal injuries of the abdomen and thorax. Emphasis is on rapid assessment, management and transport with discussion on mechanism of injury and kinematics of trauma.

Credit Hour(s): 1 Credit Hour When Offered: (Summer) Prerequisite(s):
EMT Certification or instructor permission

ENC 1101 - English Composition I

Instruction and intensive practice in expository and argumentative writing including a documented paper. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 1101L - English Composition I Lab

An instructor directed writing workshop designed to improve student's opportunity for success in ENC1101. Students will strengthen writing and grammar skills necessary to master the topics and concepts covered in ENC1101. Areas of focus include, but are not limited to, the following: expository and argumentative writing; appropriate diction; conventions of Standard American English grammar, punctuation, sentence structure; conventions of MLA.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring, Summer) Prerequisite(s):

ENC0025 and REA0017 or equivalent with a "C" or better grade, or a score of 100-116 on the PERT, or on an elective basis with a score of 103 or higher on the PERT.

Corequisite(s):

ENC 1101

ENC 1102 - English Composition II

Interpretative and critical reading of fiction, drama, and poetry. The student will write analytic discourse and research papers as part of the essay process. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Completion of ENC 1101 or an equivalent course with a grade of "C" or better.

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENC 2210 - Technical Report Writing

The course covers the fundamentals of technical report writing, mechanics, and style. Various types of reports are prepared and evaluated. The course also includes reading and analysis of technical literature as well as oral reporting.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

passing score on placement test.

ENG 1001 - Research Papers

A learn-by-doing course in the methods of conducting library research and writing a documented paper. Students will work on self-selected subjects under the supervision and guidance of the instructor in a tutorial relationship. For successful completion, each student will write a documented paper in accordance with a standard system. This course may be taken four times for credit.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring, Summer) Note:

This course may be used as a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. Students may use this course to satisfy deficiency in the Gordon Rule writing requirement, but it may not be used in lieu of traditional Gordon Rule courses, such as ENC 1101.

ENL 2012A - English Literature: Old English through the Enlightenment

A study of English literature from the Old English period, Beowulf, through the late Eighteenth century, the Age of Enlightenment,

focusing on major works and their authors with an emphasis upon the literature as a significant reflection of and contribution to the political, cultural, social, religious, and economic milieu of each age. This course may be used as a Humanities credit. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Offered as needed) Prerequisite(s):
ENC 1101 .

Note:
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENL 2022 - English Literature: Romantic Period Through the Present

A study of English literature from the Romantic period through the present, focusing on major works and their authors with an emphasis upon the literature as a significant reflection of and contribution to the political, cultural, social, religious, and economic milieu of each age. This course may be used as a Humanities credit. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. If used to meet AA Gordon Rule requirements for general education, a minimum grade of "C" is required.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Offered as needed) Prerequisite(s):
ENC 1101 . (Note: ENL 2012A is not a prerequisite for this course)

Note:
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ENT 2931 - Selected Studies in Entrepreneurship

In this course, topics of current interest are presented in group instruction.

Credit Hour(s): 1 Credit Hour When Offered: (Spring)

ESC 1000 - Earth Science

This course provides an introduction to materials, processes, and interactions of Earth's global environments – the lithosphere (solid earth), hydrosphere (water earth), atmosphere (gaseous earth), and biosphere (living earth). It also includes a survey of sciences pertaining to the Earth, including basic astronomy, meteorology, oceanography, and geology.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

ETD 1320C - AutoCAD I

A basic course on the use of AutoCAD Software to include: introduction to AutoCAD, drawing commands, display and inquiry commands, modify commands, dimensioning and annotation, data exchange and output files.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

ETD 1340C - AutoCAD II

The second course in a series designed to develop skill and proficiency in the use of AutoCAD software to include: additional drawing commands, editing commands, modify commands, advanced display and inquiry commands, advanced dimensioning and annotation, advanced layering, block, attributes and X-Ref, paper space, UCS, data exchange and output files.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
ETD 1320C or equivalent.

ETD 1355C - AutoCAD 3-D Modeling I

A basic course in mechanical design using basic computer geometry techniques. Topics will include: orthographic projections, space relationships of points, lines, planes and revolution of objects. Additional coverage will include principles of surface generation, intersections, wire modeling, and solid modeling techniques.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
ETD 1340C or equivalent.

ETD 2150 - Industrial Print Reading

The beginning level aspects of reading industrial prints such as drawing notes, title blocks, revision blocks, legends, schedules, multiviews, and parts list.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

ETD 2350C - AutoCAD III

An advanced course designed to help students develop proficiency in the area of computer aided drafting and systems drafting. Topics covered include: transfer drawings, digitized drawings, explanatory drawings, multiview projections, exploded assemblies, pictorial drawings, auxiliary views, sections, details, geometric dimensioning and tolerancing, and CADD concepts.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
ETD 1340C .

ETD 2357C - Inventor I

A basic course in Parametric Solid Design using AutoDesk Inventor Software. Topics include: basic concepts of parametric part sketching 3D part creation, Revolve, Sweep and Lofted features, shell and coil, surface creation, sheet metal and orthographic drawing production.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

ETD 2358C - Inventor II

The second course in a series designed to develop skill and proficiency in Parametric Solid Design, using Inventor Software. Topics include: sheet metal modeling, assembly concepts, assembly modeling approach and tools, advanced constraints, motion simulation, adaptive technology and drawing presentation.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
ETD 2357C .

ETD 2364C - SolidWorks I

A basic course in Parametric Solid Design using SolidWorks Software. Topics include: basic concepts of parametric part sketching 3D part creation, Revolve, Sweep and Lofted features, shell and coil, surface creation, sheet metal and orthographic drawing production.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

ETD 2368C - SolidWorks II

The second course in a series designed to develop skill and proficiency in Parametric Solid Design, using SolidWorks Software. Topics include: sheet metal modeling, assembly concepts, assembly modeling approach and tools, advanced constraints, motion simulation, adaptive technology and drawing presentation.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
ETD 2364C or higher or equivalent.

ETD 2371C - 3D Printing I

This course will develop elements of creative thinking and problem solving used in the design process, including the techniques and methods used to construct prototypes and models. In the project aspect of this course, the students select a field of specialization to explore methods and materials in a number of options in industrial environment with the use of computer simulation, modeling, and rapid prototyping.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
ETD 2364C or ETD 1355C or ETD 2357C or permission of instructor.

ETD 2372C - 3D Printing II

The student will continue to develop elements of creative thinking and problem solving used in the design process, including the techniques and methods used to construct prototypes and models. In the project aspect of this course, the students expand their knowledge in the methods and materials and of computer simulation, modeling, and rapid prototyping.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
ETD 2371C or permission of the instructor.

ETI 1420 - Properties of Materials and Processes

This course is designed to provide the student with an introduction to the basic properties of materials, principles and processes in the metal working, tools and machinery involved in the manufacture of metals. This course covers non-chip producing and chip producing manufacturing processes.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

ETI 1710 - Occupational Safety

A basic course in occupational safety and health covering such topics as: theories of accident causation, workplace hazards, hazard analysis and prevention, accident reporting, OSHA, ergonomics, product safety, workers' compensation, and stress on the job.

Credit Hour(s): 3 Credit Hours When Offered: (Spring, Summer, Fall)

ETI 2110 - Total Quality Tools

This course prepares students to effectively solve business/process/product problems, track process performance, find process and product improvement opportunities, and validate improvements made, using the necessary intellectual tools and procedures including: Five-S, flow charting, Pareto analysis, cause and effect diagrams, histograms, check sheets, scatter diagrams, stratification, statistical process control, failure mode and effects analysis. Pre-requisite ETM 1010C and co-requisite ETD 2150 .

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prereq/Corequisites:
ETM 1010C , ETD 2150 , and ETI 1710

ETI 2408C - Welding Fundamentals

This course teaches basic welding processes and techniques for entry-level maintenance technician positions. Students learn welding safety, fundamental practices of shielded arc welding, arc welding with consumable and non-consumable electrodes, brazing, soldering, and plasma cutting.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

ETI 2419C - Advanced Concepts of CNC Machines and CNC Machining Practices

This course is designed to provide the student with advanced concepts in CNC machines and CNC machining to include: theory, operation, setup, safety, and practices.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
PMT 2261C or PMT 2262C

ETM 1005C - Basic Mechanical Operations

This course takes a hands-on approach to the identification, use, care of tools, equipment, blueprint reading, geometric dimensioning, and tolerances used in all aspects of operations and manufacturing.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
ETI 2110 , ETM 1010C , ETI 1710

ETM 1010C - Mechanical Measurement and Instrumentation

This course provides the foundation for mechanical and electronic measurement techniques used in manufacturing environments. The course will integrate the concepts, principles, and techniques of mechanical measurement with the use of various types of instruments including micrometers, verniers, calipers, height gages, digital multimeters and other types of measuring equipment.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

ETM 1315C - Hydraulics & Pneumatics Fundamentals

This course introduces the student to basic hydraulic and pneumatic fundamentals. Instructional topics will include components, fluid pressure and flow and basic circuit design and application.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

ETS 1542C - Introduction to Programmable Logic Controllers

This is an introductory course in Programmable Logic Controllers (PLCs.) The student will learn basic concepts with a focus on programming and practical applications.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

EVR 1001C - Environmental Science

A study of the physical and biological environment and man's ecology with emphasis upon contemporary biological problems.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Offered as needed) Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

EVR 1940 - Internship, Environmental Science

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired in the program of study. The student will work with a qualified work site supervisor on approved projects related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a unique set of objectives and assessments.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
Minimum grade of "B" in any college level science course and permission of instructor.

FFP 1800 - Disaster Education for Individuals and the Community

This course provides a study of the design, development, and delivery of public disaster safety education and programs including: methods of identification of disaster safety programs, the selection of target programs and strategies of affect reduction, methods of

designing and implementing information and educational programs, and methods of evaluating a program's impact. Studies include theoretical and practical skills training in individual, group, and mass media communications, instructional skills, planning priorities, and evaluation techniques.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

FFP 1801 - Introduction to Emergency Management Administration

This course will discuss emergency management practices and how they relate to natural and man-made disasters. It is designed to help the student develop an understanding of overall emergency management principles, practices, and standards in the local, national, and international environments.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

FFP 1890 - Emergency Management Principles for Tourism and Hospitality Industry

This course analyzes emergency management functions and responsibilities within the tourism and hospitality industry. Particular emphasis is placed in the areas of administration, organization, communications, and human relations. Students will learn how historical mistakes can influence human response to disaster situations, and some of the current legal and human challenges posed when dealing with disasters.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

FFP 2820 - Emergency Preparedness

This course teaches all aspects of emergency preparedness and planning related to natural and man-made disasters, and basic principles of emergency management. Planning concepts and the planning process will be discussed.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

FFP 2823 - Technical Applications in Emergency Management

This course explores issues and problems associated with the use of technology in emergency management. It examines strategies to overcome these issues and problems. Some of the subjects treated are use of the Internet, spatial analysis applications in vulnerability analysis, decision support systems, and emerging technologies.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

FFP 2834 - Societal Issues in Disaster Management

This course examines human response to disaster events, including political and economic factors influencing vulnerability. It examines how individuals and institutions make decisions at all levels of disaster response, it is an introduction to current research pertaining to the sociological aspects of disaster, and it will provide increased awareness of the potential and difficulties in using social science research as a basis for modifying public policy.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

FFP 2841 - Contingency Planning for the Private Sector

This course is designed to assist students in developing effective public sector plans by using the National Incident Management System and the Incident Command System templates. The curriculum includes case studies and development procedures for private sector logistics management and employee support planning.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

FOS 2201 - Food Service Sanitation Management

Acquaints students with the National Restaurant Associations' ServSafe® Food Protection Manager Certification information, Food and Drug Administration's Food Code as well as the challenges and opportunities facing the hospitality and culinary industries in

the areas of sanitation and safety management. The class presents a systems approach to sanitation management, utilizing the Hazard Analysis Critical Control Point Program (HACCP), and provides a basic understanding of quality sanitation management. The curriculum is based on the National Restaurant Associations' ServSafe® Food Protection Manager Certification information. Students will sit for the ServSafe® Food Protection Manager exam at the end of this course.

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

FRE 1120 - French I

Pronunciation and grammatical structures of French, with emphasis upon balanced development of all four skills – listening, speaking, reading, and writing. Covers all basic structures of the language.

Credit Hour(s): 4 Credit Hours When Offered: (Fall)

FRE 1121 - French II

Pronunciation and grammatical structures of French, with emphasis upon balanced development of all four skills – listening, speaking, reading and writing. Covers all basic structures of the language.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):
FRE 1120 or an equivalent course with a grade of "C" or better.

FSS 1001 - Culinary Techniques

Emphasis in this course will be placed on the basic methods and chemistry of cooking. Students study ingredients, cooking, theories, terminology, equipment, technology, weights and measures, formula conversions and work on cooking skills and procedures.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
FOS 2201

Corequisite(s):
FSS 1202L

FSS 1120 - Food and Beverage Purchasing

Study of purchasing and inventory control functions used for the proper acquisition of all foods, beverages and disposables used in the hospitality industry. This includes the development of purchase specifications, determination of order quantities, executing supplier price comparisons, employing proper receiving procedures, managing product storage functions, and developing proper product issuing procedures. Emphasis on product cost analysis, yields, pricing formulas, controls, and record-keeping at each stage of the purchasing cycle.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

FSS 1202L - Food Production I

Students will acquire knowledge and skill in the preparation of food. Included are basic principles and techniques of food preparation, management of resources, use of recipes, use and care of equipment, and evaluation of food products. The course emphasizes safety and sanitation practices.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):
FOS 2201

Corequisite(s):
FSS 1001

FSS 1221L - Food Production II

Students will focus on the knowledge and preparation of meats, poultry, seafood, as well as starches, fruits and vegetables. Students will learn to prepare menus for special dietary needs. This course will utilize all dry and moist methods of cooking. Menu

selection and balance will be studied. The course emphasizes safety and sanitation procedures.

Credit Hour(s): 4 Credit Hours When Offered: (Fall) Prerequisite(s):
FOS 2201 and FSS 1202L with a grade of "C" or better.

FSS 1246L - Baking and Pastries I

Students apply the fundamentals of baking science and pastry preparation to produce a variety of bread products and pastries. Special emphasis is given to the application of advanced techniques in bakery management and the use and care of equipment found in bake shops. Preparation of breads and rolls, classical cakes and icings. Student must pass written and practical baking examination covering a variety of techniques and procedures.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
FOS 2201

FSS 1250C - Dining Room Management & Service

The class will learn and implement the service appropriate for restaurant a la carte dining. Focus on principles for dining service, sanitation and presentation of the dining room, review of menus and customer expectations and guest service will be covered.

Credit Hour(s): 4 Credit Hours When Offered: (Fall)

FSS 2241L - International and Regional Cuisine

Students will learn quantity food production by preparing multi-course ethnic meals typical of several cultures during the semester to live guests.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):
FOS 2201 (Sanitation and Safety Management), FSS 1202L (Food Production I) with a C or Better, FSS 1221L (Food Production II) with a C or Better

FSS 2251 - Food and Beverage Management

An application of principles in commercial and institutional food and beverage facilities including marketing, menu development, effective cost control in purchasing, pricing, labor and service technique. Procedure, approaches and techniques of management are explored and developed as they relate to commercial and institutional food and beverage facilities and personnel.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

FSS 2284C - Catering, Banquet and Event Management

Students will be taught the logistics of preparation, production, transportation, and implementation of the catered event, including analysis of typical banquet/event contracts. Students learn to determine cost of the project. Emphasis is given to menu planning for various types of banquets, theme buffets, and physical management of floor lay-out and table setup. Training techniques for supervisors in dining room and banquet service is practiced. Development of stewarding and production checklists is practiced.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

FSS 2500 - Food and Beverage Cost Control

This course focuses on the principles and procedures involved in an effective control of food, beverage and labor costs for the hospitality industry. This course provides the fundamentals for gathering information, developing performance goals and procedures, assessing and evaluating the information and applying the results to maintain efficient food, beverage and labor cost control. This course includes the examination and analysis of hospitality Profit and Loss Statements used to evaluate operational performance.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

FSS 2942 - Culinary Internship

The Program Director has the discretion to provide override approval as it relates to the waiver of required program/discipline-related courses. This course provides a planned work-based experience that will provide students with an opportunity to fine- tune skills learned in coursework and enhance workplace skills through supervised practical experiences related to their career objectives. Internship requires a minimum of 135 clock hours of work. May be repeated for credit, but grade forgiveness cannot be applied.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
FOS 2201 ,FSS 1202L with a grade of "C" or better, and FSS 1221L with a grade of "C" or better.

GEA 1000 - World Regional Geography

The course introduces the student to geographic regional studies. It will combine the concepts of physical geography and cultural, economic, and human geography as it applies to the differing regions of the world. It will show the relationships between the regional environment and the people who live there, between settlement patterns, economic patterns and cultural patterns within each region; and, using current events, it will show the impact of other phenomena upon those regions and their people.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

GEB 1011 - Introduction to Business

Designed to give students a broad understanding of the nature of business and a preliminary idea of the various areas of business specialization.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 1214 - Business and Supervision Terminology

This course is designed for students to achieve mastery of the special vocabulary, jargon, and concept terminology associated with general business and supervision in the modernworkplace. Students will apply the terms in common workplace scenarios and hypothetical situations, as well as in standard written documents and assignments

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 1940 - Internship - Business

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired in the program of study. The student will work with a qualified work site supervisor on approved projects related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a unique set of objectives and assessments.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Active enrollment in an appropriate technical degree program and permission of the instructor. Knowledge of basic computer and keyboarding skills are strongly recommended.

Note:
This course may be taken up to two times for credit.
* This college credit course is not intended for transfer and may not be applied toward the AA degree.

GEB 2430 - Business Ethics

This course addresses the legal, moral, and societal issues of ethical conduct in the business environment. Actual case studies are

used to illustrate appropriate relationships among employers, employees, customers, stockholders, and other business stakeholders. Topics include: codes of ethics, laws and regulations related to ethics, conflict of interest, and moral philosophies associated with ethical conduct.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 2947 - Academic Learning Field Studies I

This course gives students the opportunity to understand the relationship of theory to practice through participation in a service-learning experience.

Credit Hour(s): 1 Credit Hour When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 2948 - Academic Learning Field Studies II

This course gives students the opportunity to understand the relationship of theory to practice through participation in a service-learning experience.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

GEB 2949 - Academic Learning Field Studies III

This course gives students the opportunity to understand the relationship of theory to practice through participation in a service-learning experience.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

GLY 2010C - Principles of Geology I

Survey of the composition and dynamic processes of the solid Earth. Topics include planetary geology, mineralogy and petrology, volcanism, surface environments and processes (ocean floor, coastlines, rivers, karst, glaciers, deserts), seismology, surface deformation, Earth's interior, plate tectonics, and mountain formation. Laboratory exercises in mineral and rock identification, interpretation of geological landforms using topographic maps, earthquakes, and basic field methods. Local or regional fieldtrips offered.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring)

GLY 2100C - Principles of Geology II

Survey of the physical and biological history of the Earth. Course is divided into two parts. First is a review of common minerals, rocks, and fossils; the use of stratified sedimentary rocks to reconstruct past environments and climates; and the theory of plate tectonics. Second is an overview of the origin and early evolution of the Earth, tectonic formation of continents and oceans, and life through time (first appearance of life, early life in the ocean, Age of Dinosaurs, the Great Ice Age, and the appearance of the first humans). Field and laboratory work in mineral, rock, and fossil identification, description of stratigraphic sections in the field, and geologic map construction and interpretation. Local or regional fieldtrips offered.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring)

GLY 2601C - Introduction to Paleontology

This course is a survey of prehistoric life. Topics include fossilization, systematics, evolution, ecology, extinction, and the geological history of life. Laboratory work covers the anatomy, classification, and ecology of major phyla of both extinct and extant organisms, including monerans, protists, plant, macroinvertebrates, and vertebrate animals. The course involves local and regional fossil collecting trips.

Credit Hour(s): 4 Credit Hours When Offered: (Fall or Spring)

GRA 1151C - Illustration I

A beginning course to develop basic technical and conceptual skills with a focus on an industry-standard vector-based drawing program. Students will create logos and illustrations typical of graphic design challenges.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

GRA 1152C - Illustration II

A beginning course to develop basic technical and conceptual skills with a focus on an industry-standard vector-based drawing program. Students will create logos and illustrations typical of graphic design challenges.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
GRA 1151C Prerequisites with minimum passing grade: D

GRA 2140C - Multimedia I

An advanced course covering the development of multimedia projects incorporating a variety of digital media elements. Students will learn an industry standard digital video editing application and the aesthetic and technical considerations involved in content acquisition. Access to a digital SLR with video capability or similar required.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
ART 2602C , GRA 1151C and PGY 1801C . Prerequisites with minimum passing grade: D

GRA 2141C - Multimedia II

An advanced course covering the development of multimedia projects incorporating a variety of digital media elements. Students will learn an industry standard digital video editing application and the aesthetic and technical considerations involved in content acquisition. Access to a digital SLR with video capability or similar required.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
GRA 2140C . Prerequisites with minimum passing grade: D

GRA 2190C - Graphic Design I

An intermediate graphic design course that focuses on using an industry standard page layout software application. Students will be exposed to the ideas and aesthetics involved in the production of print publications. Access to a high quality camera digital camera is required. It is recommended that students take PGY 1801C - Digital Photography I at the same time or prior to taking this course.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

GRA 2950C - Advanced Graphic Projects

An advanced Graphic Design course addressing common Graphic Design problems. Students will explore advanced software application functionality and creative, aesthetic, and portfolio development. Access to a high quality digital camera required.

Credit Hour(s): 4 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
ART 2602C , ART 2603C [Inactive], GRA 1151C , GRA 2190C , PGY 1801C .

HFT 1000 - Introduction to Hospitality Management

Into to Hospitality Management explores the hospitality industry and various career paths available as an industry professional. Different segments of the hospitality and tourism industry are examined, including resorts, condominium, hotels, restaurants, special events, and membership based clubs. An introduction to hospitality operation functions provide students with an overview of ownership, service, marketing, revenue management, human resources, technology and emerging trends.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HFT 1250 - Hotel and Resort Operations

This course acquaints students with the operation of a hotel, motel and resort including front office procedures in registering, accounting for and checking out guests, promotional and sales practices, housekeeping, interior decoration, purchase of furniture, carpeting, linens and supplies, maintenance and engineering of a practical nature, facilities specifications, purchasing, and storage.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

HFT 1410 - Front Office Management

This course guides students through all the skills including directing the activities and solving the complex problems, needed to properly manage the front office of a hotel/motel/resort. The course also acquaints students with the operation of all the departments as they apply to their primary responsibility of selling rooms and serving guests.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

HFT 1500 - Marketing and Sales in the Hospitality Industry

How to sell and promote the many services the food service/lodging industries offer guests. Prepare and present the fundamentals of a marketing plan.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

HFT 2600 - Hospitality Law

Nature and function of our legal system as it applies to the operations of the hospitality industry. Innkeeper-Guest relationship, Contracts, Condominium Association contracts, Torts, Civil Rights, insurable risks are emphasized.

Credit Hour(s): 2 Credit Hours When Offered: (Fall)

HFT 2942 - Hospitality Internship

This course, an extension of Hospitality Internship (HFT2941), consists of on-the-job work experience supplied by the hotel, motel, resort and restaurant industries. Students will concentrate on 3 specific areas or functions that are career-goal oriented. Job placement will be dependent upon availability of participating hospitality institutions. The course consists of 150 hours of on-the-job instruction.

Credit Hour(s): 3 Credit Hours When Offered: (Offered Fall, Spring, Summer) Prerequisite(s):
HFT 1000 , FOS 2201 , HFT 1410 , and HFT 1250

HIM 1000 - Health Information and Delivery Systems

Orientation to medical records history and professional associations. Confidentiality, filing, retrieving, indexing, numbering, storage and content of the medical record is also discussed. The course includes job search skills and professional job performance.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

HIM 1012 - Health Care and Legal Compliance

In-depth study of federal, state, local laws governing preparation, and use of the healthcare record in the healthcare delivery system.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

HIM 1432 - Pathopharmacology

Introduction to the nature, cause, and treatment of disease entities and the body's defense mechanisms. Commonly used drugs will also be discussed.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

HIM 2253 - CPT Coding - Part 1

Instruction and practice in basic CPT coding conventions, principles of classifying physician services using current procedural terminology (CPT-4), APC, and auditing procedures. Ethical standards of practice will be analyzed.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
HSC 1531 and HIM 1432 are required. Knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: D

Prereq/Corequisites:
BSC 2020C OR (BSC 1085C AND BSC 1086C)
Prerequisites with minimum passing grade: D

HIM 2272 - Healthcare Reimbursement

Emphasis on billing regulations for the State of Florida. Course content includes LMRPS, Workers' Compensation laws, Florida Medicare, and claims for automobile accident injuries.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
HIM 2253 and HIM 2724 are required. Knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: D

HIM 2291 - CPT Coding Part 2

This is an advanced course in ICD, CPT and HCPCS coding systems. Students will learn guidelines and applications to more complex case studies and health records according to current ethical standards of practice, inpatient and outpatient prospective payment systems, encoding software and RBRVs.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
HIM 2253 and HIM 2729 Are required. Knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: D

Note:

HIM 2724 - ICD Coding Part 1

This course provides a foundation using ICD-10-CM/PCS coding conventions, rules, methodology and sequencing, data sets, documentation requirements, and coding resources.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
HIM 1432 and HSC 1531 are required. Knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: D

Prereq/Corequisites:
BSC 2020C OR (BSC 1085C AND BSC 1086C)
Prerequisites with minimum passing grade: D

HIM 2729 - ICD Coding Part 2

This course focuses on assigning appropriate ICD, DRG, and Level II (HCPCS) codes to a wide range of original source medical documents. This course increases the quality of code selection by applying the decision process in problem solving using well-defined medical record review methods and guidelines. Ethical practices will be discussed.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
HIM 2724 is required. Knowledge of basic computer and keyboarding skills are strongly recommended. Prerequisites with minimum passing grade: C

HIM 2815C - Professional Practice Experience

Working in a simulated, online environment, students will endeavor to code and bill using nationally recognized, American Health Information Management Association (AHIMA) simulation software.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

Prereq/Corequisites:
HIM 2291 HIM 2729

HLP 1081 - Wellness: Practice and Theory

A course designed to promote wellness through assessment, instruction and fitness programs which, if applied, will enable the individual to achieve and/or maintain a high quality of health and fitness throughout life. Based on assessment test results a physical examination by a physician may be recommended.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

HSA 1100 - Introduction to Health Care

This course provides an overview of the United States Healthcare System, including the economic, social, political, and technological forces that shape the industry. The role of state and federal government and regulatory agencies in healthcare delivery is examined. The fundamental roles and responsibilities of healthcare team members are surveyed. Healthcare safety, security, and infection control procedures will also be discussed.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

HSC 1100 - Health Education

A systematic and comprehensive coverage of basic factual material, concepts, terminology, and important trends in major health areas of concern today.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

HSC 1400 - First Aid

Preparation to meet emergencies that occur in the school, home or on the highway. Instruction and practice in dressing and bandaging, care of wounds, shock, bone and joint injuries, cardiopulmonary resuscitation, transportation of the injured oral poisoning and other medical emergencies.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

HSC 1531 - Medical Terminology

An introduction to prefixes, suffixes, root words, combining forms, Latin and Greek forms, spelling, and pronunciation, with emphasis on building a working medical vocabulary based on body systems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

HUM 1020 - Humanities – Introduction

A chronological survey of techniques and forms related to art, dance, film, literature, music, philosophy, religion and theater. Art works and selected readings are utilized as much as possible. The course includes Writing-Across-the-Curriculum and Speaking-Across-the-Curriculum. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours † ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):
a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:
† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

HUM 2250 - Humanities – A Contemporary Perspective

This course is an integrated study of the artistic, cultural, philosophic, religious, social, and technological influences that shape modern western cultures in the modern era. The focus will begin with the 20th century and follow, chronologically, the issues of the modern era. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours † ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):
a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:
† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

HUM 2700 - Humanities – Foreign Study

A variable humanities content course designed to allow students first-hand learning experiences outside the United States. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Offered as needed) Prerequisite(s):
a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

HUN 2201 - Nutrition

The role of nutrients in maintenance of physiological well-being. Application of nutrition principles to the individual and family as well as to some selected problems.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

ISC 1003 - Natural Disasters – Causes, Consequences, Human Response

This interdisciplinary course investigates natural catastrophic events, such as earthquakes, volcanic eruptions, tsunamis, hurricanes and floods. This class will use an environmental studies approach to examine how modern society exacerbates the damage caused by these natural phenomena and methods to mitigate human suffering. The student will gain an appreciation of humankind's relationship to the natural environment.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

LEI 1544 - Outdoor Recreation Management

This course examines the fundamental influences on outdoor recreation. The course also provides information on hazards, conservation considerations, and safety factors in planning and organizing outdoor recreations. Basic first aid, CPR, and AED training is incorporated as it pertains to outdoor recreation. Field trips may be assigned as warranted.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

LIN 1670 - Writing and Grammar

The course includes practice in writing short essays and encompasses a comprehensive review of grammar and mechanics. This course is strongly recommended for students who have completed Developmental Writing, those who want a preparation for Composition, or those who score 103-116 on the PERT.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
A passing score on the standardized placement test measuring communications/verbal achievement, successful completion of any required developmental English coursework with a minimum grade of "C", or exemption from placement testing.

LIS 1001 - Library Skills

A self-paced course on how individual students can make effective and efficient use of library resources. Students develop the basic information literacy skills necessary for college coursework, general research, and for lifelong learning in an information centered society.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed)

LIS 2004 - Introduction to Internet Research

Introduction to Internet Research is a one-credit hour course offered only online. The course focuses on methods of accessing information resources available through the internet. Students learn to design search strategies, retrieve, evaluate, and cite internet resources.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):
a full service Internet account, including an electronic mail address from an Internet Service Provider (ISP), or access through a corporate or educational institution prior to beginning the course.

LIT 2090 - Contemporary Literature

Studies in contemporary literature, focusing on comments on modern man. May be used as Humanities credit. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Offered as needed) Prerequisite(s):
ENC 1101 .

Note:
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

LIT 2100 - World Literature: Antiquity through the Renaissance

Designed to encourage students to know and appreciate the great literature that helps to mold their thinking and everyday living. Includes, without regard to national origin, those masterpieces of world literature, from antiquity through the Renaissance, that reflect cultural and intellectual heritage. May be used as a Humanities credit. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. If used to meet the Gordon Rule requirements for general education, a minimum grade of "C" is required.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Offered Fall, Spring, Summer) Prerequisite(s): ENC 1101 .

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

LIT 2120 - World Literature: Renaissance through the Present

Designed to encourage students to know and appreciate the great literature that helps to mold their thinking and everyday living. Includes, without regard to national origin, those masterpieces of world literature, from the Renaissance to the present, that reflect cultural and intellectual heritage. May be used as a humanities credit. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Offered, Fall, Spring, Summer) Prerequisite(s): ENC 1101 . (Note: LIT 2100 is not a prerequisite for this course)

Note:

¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

MAC 1105 - College Algebra

This is a function-based college algebra course which includes the following topics: functions and functional notation; domains and ranges of functions; graphs of functions and relations; operations on functions; inverse functions; linear, quadratic, and rational functions; absolute value and radical functions; exponential and logarithmic properties, functions, and equations; systems of equations and inequalities; and applications of functions (curve fitting, modeling, optimization, exponential/logarithmic growth and decay). Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s): Completion of MAT 1033A or equivalent with a "C" or better or appropriate placement score.

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

MAC 1114 - Trigonometry

This is the second course in a Pre-calculus sequence which includes the following topics: definitions, graphs, and properties of the six trigonometric functions and their inverses; trigonometric identities; solving trigonometric equations; solving right and oblique triangles and applications; complex numbers; vectors; and the polar coordinate system. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of “C” is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):

completion of MAC 1140 with a grade of “C” or better or equivalent; or appropriate placement score. This course may be taken concurrently with MAC 1140 with special permission of the Mathematics Department.

MAC 1140 - Pre-Calculus Algebra

This is the first course in a two-course Pre-calculus sequence which includes the following: equations and inequalities; linear, quadratic, logarithmic and exponential functions and relations; systems of equations; matrices and determinants, mathematical proof techniques, including mathematical induction; binomial theorem; sequences and series; and applications of algebraic techniques in the real world. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of “C” is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
completion of MAC 1105 with a grade of “C” or better, or equivalent; or appropriate placement score.

MAC 2233 - Business Calculus

This is a calculus course covering limits, continuity, differentiation, and integration with emphasis on business applications. There is some mathematical theory; but, in general, topics are approached from an intuitive and applied point of view. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
Completion of MAC 1140 with a grade of "C" or better; or completion of MAC 1105 with a grade of "C" or better, and a "C" or better in another Gordon Rule Mathematics course; or appropriate placement score.

MAC 2311 - Calculus I

This is the first course in a three-course sequence. The course covers the following: limits and continuity, rules of differentiation, chain rule, derivatives of trigonometric, inverse trigonometric, logarithmic, and exponential functions, applications of derivatives to curve sketching, L'Hopital's Rule, indeterminate forms, and maxima/minima problems, mean value theorem, Rolle's theorem, definite and indefinite integrals, Fundamental Theorem of Integral Calculus, area, and applications of integrals. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):
Completion of MAC 1140 and MAC 1114 with a grade of "C" or better or equivalent; or appropriate placement score.

Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

MAC 2312 - Calculus II

This is the second course in a three-course sequence. The course covers the following: techniques for finding areas, volumes, arc lengths and surface areas, methods of integration, including integration by parts, trigonometric substitution, and partial fractions, improper integrals, conic sections, graphing and area in polar coordinates, infinite sequences and series, tests for absolute and conditional convergence of series, and power series. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of “C” is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
completion of MAC 2311 with a grade of “C” or better or equivalent.

MAC 2313 - Calculus III

This is the third course in a three-course sequence. The course includes the following topics: vectors, lines and planes in space, quadric surfaces, vector-valued functions and motion in space, functions of two or more variables, partial derivatives, gradients, directional derivatives, and their applications, multiple integrals in rectangular, cylindrical, and spherical coordinates, and their applications, line integrals, and surface integrals. Non-symbolic graphing calculators are required. The TI-83/84 Series is

recommended. A minimum grade of “C” is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
completion of MAC 2312 with a grade of “C” or better or equivalent.

MAD 2104 - Introduction to Discrete Mathematics

This course is designed for those students who are majoring in computer science, mathematics, engineering, mathematics education, and other highly technical fields. Topics include formal logic, set theory, combinatorics, mathematical induction, relations and functions, recursion, and graph theory. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
a grade of "C" or better in MAC 1140 . A course in programming is recommended.

MAN 2021 - Management

Each function of management is analyzed and described in a systematic manner. Both the distilled experience of practical managers and the findings of scholars are presented. Other aspects of management are presented such as management process and concepts analysis of the technical knowledge and skills of managers, influences upon managerial decision-making process, and the psychological principles inherent in management.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

MAN 2300 - Personnel Management

An introduction to personnel practices and procedures. Topics include the personnel management system, maximizing employee potential, organizational behavior, and labor management relations.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

MAP 2302 - Differential Equations

This course provides an introduction to ordinary differential equations with an emphasis on first and second order linear equations and applications. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Spring, Summer) Prerequisite(s):
either completion of MAC 2313 with a "C" or better or concurrent enrollment in MAC 2313 . Equivalent courses from other institutions may be used to meet the prerequisite.

MAR 2011 - Introduction to Marketing

An introductory course in the field of marketing including a look at marketing as it exists in our economy today. Consideration of the market, the product, distribution channels. Special emphasis on the study of human behavior in marketing promotion.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

MAS 2103 - Linear Algebra

This is an introductory course in Linear Algebra intended to give students enough insight to enable successful pursuit of more abstract mathematics courses. This course includes the study of matrices and systems of equations, determinants, vector spaces, linear transformations, orthogonality, eigenvalues, and eigenvectors. Exercises using MATLAB will be required. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of “C” is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

completion of MAC 2312 with a grade or “C” or better, or equivalent.

MAT 1033A - Intermediate Algebra

This is an intermediate algebra course designed to prepare students for general education mathematics/statistics courses. This course emphasizes concepts, techniques, and applications of the following major topics; factoring, algebraic functions, radicals and rational exponents, complex numbers, quadratic equations, rational equations, two-variable linear equations/inequalities and their graphs, systems of linear equations and inequalities, and an introduction to functions. This course may be used as an elective, but does not meet Gordon Rule requirements for B.A.S., A.A., or A.S. transfer students.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
a passing score on the standardized placement test measuring mathematics achievement, successful completion of MAT 0028 with a grade of "C" or better, or exemption from placement testing.

MAT 2905 - Applied Teaching Techniques for Mathematics

The goals of this course are: refinement or acquisition of mathematics skills and connections between mathematics topics needed for successfully tutoring in an academic setting; acquisition of general methods of tutoring as well as specific tutoring techniques needed for specific courses. Teacher-tutor seminars, teacher-tutor conferences, and formal instruction will supplement the extensive tutoring experiences. Prerequisite: Consent of the department. A minimum grade of "C" is required.

Credit Hour(s): 4 Credit Hours When Offered: (Summer) Prerequisite(s):
Admission to the BS Middle Grades Math degree program

MCB 2010C - Microbiology, Allied Health

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
CHM 1020 or CHM 1045C or BSC 1005 or BSC 1010C or BSC 1085C .

MET 1010C - Introduction to Meteorology

Structure of the atmosphere; weather processes, systems and phenomena; climate and climatic change, economic impact of weather. May be used to satisfy the AA degree Physical Science requirement for career goals other than sciences, engineering and pre-professional fields.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

MGF 1106 - Practical Applications of Mathematics

This course is designed for those students requiring only general education mathematics courses. It includes systematic counting, probability, statistics, history of mathematics, geometry, sets, and logic. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):
Students who are exempt from placement testing may enroll in this course with no prerequisites. Students who are NOT exempt from placement testing may meet the prerequisite through any one of the following: (1) 114 or higher on the math section of the PERT OR (2) successful completion of MAT 0022 or MAT 0028 with a grade of "C" or better or equivalent or higher mathematics course.

Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

MGF 1107 - Math in Society

This course is designed for those students requiring only general education mathematics courses. Topics include numeration and mathematical systems, number theory, linear and exponential growth, history of mathematics, voting techniques, graph theory, and consumer mathematics. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):

Students who are NOT exempt from placement testing may meet the prerequisite through any one of the following: (1) 123 or higher on the math section of the PERT OR equivalent or appropriate placement score (2) successful completion of MGF 1106 with a grade of "C" or better or equivalent or higher mathematics course OR
(3) concurrent enrollment in MGF 1106

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

MKA 2021 - Professional Selling

Selling, correct attitudes and personal attributes for dealing with the public on a business or professional basis.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MKA 2041 - Retail Management

This course covers retail store management, location, buying merchandise, control policies, services, pricing, expenses, profits, training and supervision of retail sales forces, and administrative problems. Also includes a variety of current perspectives in retailing management.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MKA 2511 - Introduction to Advertising

Advertising as a marketing tool, its planning, creation, and use. A survey of copy writing, layout, and media (newspapers, magazines, radio, television, films, etc.)

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 1161 - Customer Service

Designed to build and maintain the critical skills necessary to be a dynamic and successful professional. Students and front-line individuals who work with customers every day will develop strategies to create positive customer relationships. This course provides a practical approach to the thorny issues of customer dissatisfaction and will enable managers to keep service personnel focused on the organization's goals and objectives.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 1345 - Supervision I

The course presents the functions of a personnel manager, philosophy of general management, organizational structure, employer socioeconomic climate and career information. Included also are job descriptions and specifications, recruiting practices, applications, resumes, interviewing, placement, performance appraisals, wage and salary administration and other related topics.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):

Knowledge of basic computer and keyboarding skills are strongly recommended.

MNA 2100 - Organizational Behavior

Designed to help students develop an understanding of how they may be motivated to work together in greater harmony in all kinds of organizations. The basis of human motivation and how it is influenced by leadership, the organization itself, and the social environment in which the organization exists.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

MTB 1103 - Business Mathematics

This course presents basic principles used to solve everyday business problems, including a review of basic skills and business terminology. Topics in the course include the following: base, rate and percentage, trade and cash discounts, wage and salary administration, insurance (fire and automobile), depreciation and business profits, distribution of corporate dividends, simple interest and bank discount, and buying and selling of corporation bonds and stocks.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Completion of MAT 0028 with a "C" or better or satisfactory test scores. Knowledge of basic computer and keyboarding skills are strongly recommended.

MTG 2206 - College Geometry

This course emphasizes Euclidean geometry and its relationship to logic, trigonometry, and coordinate geometry. The problems, proofs, constructions, and graphs involve the following: line segments, angles, triangles, polygons, parallel and perpendicular lines, slopes of lines, circles, and similarity. Trigonometry is presented in terms of right triangle relationships. Logic is the basis for deductive reasoning in proofs of theorems. Lines and other geometric figures are graphed in the rectangular coordinate system. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours When Offered: (Offered As Needed) Prerequisite(s):
completion of MAC 1105 or equivalent with a "C" or better.

MUL 1010 - Music Appreciation

Designed to develop a more intelligent understanding of and appreciation of music. By methodically surveying the main periods of Western Art Music from the Medieval Period through present day, this class will bring about an awareness of music as a vital source in human life, and will aid in developing positive attitudes toward culture and the fine arts. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. If used to meet AA Gordon Rule requirements for general education, a minimum grade of "C" is required. This course contains an oral communication component and may be used to satisfy the Speaking-Across-the- Curriculum requirement.

Credit Hour(s): 3 Credit Hours † ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):
a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:
† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

MUM 1620 - Audio and Acoustic Fundamentals

Audio and Acoustic Fundamentals explores the basics of audio systems and equipment and the acoustical environment in which they are used. Emphasis is placed on equipment terminology, function and acoustical listening. The two basic fundamentals are summed together to begin laying the basic foundation required to operate audio and recording equipment.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MUM 2300 - Introduction to the Music Industry

This course is an introduction to the history, principles, and practices of the music industry. Topics will include music publishing, copyright, distribution, industry organization, producing, and general business functions.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

MUM 2600 - Recording Techniques I

This course is designed as an introduction to basic audio engineering and studio practices. Listening exercises, phychoacoustics, microphone characteristics, and studio etiquette will be studied. In addition the student will study techniques and practices and procedures of multi-track recording, acoustical balancing, editing, and over dubbing in a variety of situations.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prereq/Corequisites:
MUM 1620

MUM 2601 - Recording Techniques II

This course explores advanced multi-track recording skills and audio production techniques, edits, use of outboard equipment and live multi-track recording.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
MUM 1620 , MUM 2600 .

MUM 2604 - Multi-Track Mixdown (Post Production)

This course explores the application of signal processing equipment as it relates to multi-track master mixdowns. In addition, software and hardware application of mixdown is applied to post-production practices.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
MUM 1620 , MUM 2600 , MUM 2601 .

MUN 1000 - Summer Ensemble Workshop

An ensemble workshop open to any student who desires to improve vocal and physical presentation skills. A variety of musical physical styles will be studied and performed. Students participating in Summer Ensemble Workshop will be expected to participate in several scheduled performances.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
experience in high school or a desire to learn.

MUN 1001 - Summer Ensemble Workshop II

An ensemble workshop and performance to improve vocal and physical presentation skills. A variety of musical physical styles will be studied and performed. Students participating in Summer Ensemble Workshop II will be expected to participate in several scheduled performances.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
MUN 1000 .

MUN 1002 - Summer Ensemble Workshop III

An ensemble workshop open to any student who desires to improve vocal and physical presentation skills. A variety of musical physical styles will be studied. Students participating in Summer Ensemble Workshop will be expected to participate in several scheduled performances.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
MUN 1000 , MUN 1001 .

MUN 1340A - NWFSC Show Choir I

A study of the fundamental techniques and principles of integrating dance, voice, music and acting into a performance show choir. Training in voice, jazz movement, character interpretation and personality presentation is covered. Membership is open to all part-time or full-time students on a credit or audit basis. All music majors and performance majors must participate. The show choir appears in public performances at frequent intervals throughout the year.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):
Audition, consent of department, music or performance minor.

Note:
This course may be taken up to four times for credit.

MUN 1710A - Rock and Jazz Ensembles I

Music performing organization open to any student who wants to develop his or her performance repertoire. Laboratory studies include techniques of performing music, literature, practices, styles and media applicable to designated organized ensemble.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):
Some experience in high school bands, etc.

Note:
This course may be taken up to four times for credit.

MUN 1720A - Rock and Jazz Ensembles II

Music performing organization open to any student who wants to develop his/her performance repertoire. Laboratory studies include techniques of performing music, literature, practices, styles and media applicable to designated organized ensemble.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):
experience in high school bands.

Note:
This course may be taken up to four times for credit.

MUN 2371 - NWFSC Show Choir II

A study of the fundamental techniques and principles of integrating dance, voice, music and acting into a performance show choir. Training in voice, jazz movement, character interpretation and personality presentation is covered. Membership is open to all part-time or full-time students on a credit or audit basis. All music majors and performance majors must participate. The show choir appears in public performances at frequent intervals throughout the year.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):
MUN 1340A .

Note:
This course may be taken up to four times for credit.

MUS 1905A - Independent Study – Music

A defined independent study which is pursued under supervision of a faculty directing teacher and recorded through departmental procedures. Designed to permit a student to pursue non-scheduled academic and laboratory work which may be of a specialized or advanced nature and not available through classes or courses available on a college schedule. Departmental approval required. Placement test is required. The course includes Writing-Across-The-Curriculum. If used to meet Gordon Rule requirements for general education, a minimum grade of “C” is also required.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):
Approval from department chair, a passing score on the standardized placement test measuring communication/verbal/reading achievement or successful completion of ENC 0025 [Inactive] and REA 0017 [Inactive].

MUS 1934 - Music - Special Topics

A defined special topics which is pursued under supervision of a faculty member and recorded through usual departmental procedures. This course may be taken up to four (4) times for credit.

Credit Hour(s): 3 When Offered: (Offered Fall, Spring)

MUS 2930 - Music – Special Topics

A defined special topics course which is pursued under supervision of a faculty member and recorded through usual departmental procedures. Designed to permit a student to pursue non-scheduled academic and laboratory work which may be of a specialized nature and not available through the college schedule.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Note:
*This course may be taken up to four times for credit.

MUT 1001 - Fundamentals of Music

A pre-theory course for the music major, non-music major, or for the elementary education major.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

MUT 1111 - Music Theory I

A study of the fundamentals of basic musicianship, music notation, simple rhythms, key signatures, intervals, major and minor scales, intervals, triads, 7th chords, polyphonic composition and elementary keyboard work. This course also introduces students to tools necessary for analyzing musical compositions of the 17th & 18th centuries.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
MUT 1001 or Approval of Theory Faculty and successful completion of Theory Fundamentals Exam

Corequisite(s):
MUT 1241 [Inactive]

MUT 1112 - Music Theory II

A continuing study of the fundamentals of basic musicianship, music notation, rhythms, musical structures, species counterpoint, chord structures, polyphonic composition and keyboard work. This course is a continuing study of analytical models used for musical compositions of the 17th & 18th centuries.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
MUT 1111

Corequisite(s):
MUT 1242

MUT 1242 - Ear Training and Sight Singing II

A study of the fundamentals of basic musicianship with specific focus on elements of ear training and sight singing including, music notation, simple & compound rhythms identification and dictation, interval identification and dictation, major and minor scales identification and dictation, triad identification and dictation, and melodic and rhythmic dictation. This student will incorporate both rhythmic and tonal syllable systems.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):
MUT 1241 [Inactive]

Corequisite(s):
MUT 1112

MUT 2116 - Music Theory III

A continuing study of the fundamentals of basic musicianship, music notation, rhythms, musical structures, basic and advanced harmonic structures including secondary chords, polyphonic composition and keyboard work. This course is a continuing study of analytical models used for musical compositions of the 17th & 18th centuries.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
MUT 1112

Corequisite(s):
MUT 2246

MUT 2117 - Music Theory IV

A continuing study of the fundamentals of basic musicianship, music notation, rhythms, musical structures, basic and advanced harmonic structures including modulation, non-tonicizing fully diminished 7th chords, augmented 6th chords, mode mixture, Neapolitan chords, polyphonic composition and keyboard work. This course is a continuing study of analytical models used for musical compositions of the 17th & 18th centuries while providing an introduction to Romantic period and chromatic musical structures.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
MUT 2116

MUT 2246 - Ear Training and Sight Singing III

A study of the fundamentals of basic musicianship with specific focus on elements of ear training and sight singing including, music notation, intermediate and advanced rhythmic identification and dictation, identification and dictation of advanced sonorities, and melodic and rhythmic dictation. This student will incorporate both rhythmic and tonal syllable systems.

Credit Hour(s): 1 Credit Hour When Offered: (Fall) Prerequisite(s):
MUT 1242

Corequisite(s):
MUT 2116

MUT 2247 - Ear Training and Sight Singing IV

A study of the fundamentals of basic musicianship with specific focus on elements of ear training and sight singing including, music notation, intermediate and advanced rhythmic identification and dictation, identification and dictation of advanced sonorities, and melodic and rhythmic dictation. This student will incorporate both rhythmic and tonal syllable systems.

Credit Hour(s): 1 Credit Hour When Offered: (Spring) Prerequisite(s):
MUT 2246

Corequisite(s):
MUT 2117

MVK 1211 - Applied Music – Piano I

Private instruction in piano, as secondary instrument, consisting of one half-hour lesson per week. Minimum of one hour daily practice is required.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Note:
This course may be taken up to four times for credit.

MVK 1311 - Applied Music - Piano I for Majors

Private instruction in Piano in the freshman year of study as the student's principal performing medium. This one hour, weekly lesson is for intended piano majors, and requires Division Chair approval. A major component of this class is a required juried

performance at the end of the semester for which three-four memorized selections from standard literature will be required.

Credit Hour(s): 2 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
MVK 1211 and Division Chair approval.

Note:
This course may be taken up to four times for credit.

MVK 2221 - Applied Music – Piano II

Private instruction in piano, as a secondary instrument, consisting of one half-hour lesson per week. Minimum of one hour daily practice is required.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring, Summer) Prerequisite(s):
MVK 1211.

Note:
This course may be taken up to four times for credit.

MVK 2321 - Applied Music - Piano II for Majors

Private instruction in Piano in the sophomore year of study as the student's principal performing medium. This one hour, weekly lesson is for intended piano majors, and requires Division Chair approval. A major component of this class is a required juried performance at the end of the semester for which a memorized sonata movement and three-four memorized selections from standard literature will be required.

Credit Hour(s): 2 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
MVK 1211 , MVK 1311 and Division Chair approval.

Note:
This course may be taken up to four times for credit.

MVP 1201 - Applied Music Secondary – Percussion I

Private instruction in percussion instruments to develop the student's performance ability in an applied area. One half-hour private lesson per week. Minimum of one hour daily practice is required.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Note:
This course may be taken up to four times for credit.

MVP 2202 - Applied Music Secondary – Percussion II

Private instruction in percussion instruments to develop the student's performance ability in an applied area. One half-hour private lesson per week. Minimum of one hour daily practice.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):
MVP 1201 .

Note:
This course may be taken up to four times for credit.

MVS 1016 - Applied Strings – Guitar I

Private instruction on guitar. Designed to equip the student for continuing study leading progressively to greater proficiency.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring, Summer) Note:
This course may be taken up to four times for credit.

MVS 1017 - Applied Strings – Bass Guitar I

Private instruction in guitar. Designed to equip the student for continuing study leading progressively to greater proficiency.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Note:
This course may be taken up to four times for credit.

MVS 1201 - Applied Music Secondary – Strings I

Private instruction: one half-hour private lesson per week. Minimum one hour daily practice. For non-music majors and music majors.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring, Summer) Note:
This course may be taken up to four times for credit.

MVS 2026 - Applied Strings – Guitar II

Private instruction in guitar. Designed to equip the student for continuing study leading progressively to greater proficiency.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring, Summer) Prerequisite(s):
MVS 1016 .

Note:
This course may be taken up to four times for credit.

MVS 2202 - Applied Music Secondary – Strings II

Private instruction: one half-hour private lesson per week. Minimum one hour daily practice. For non-music majors and music majors.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring) Prerequisite(s):
MVS 1201 .

Note:
This course may be taken up to four times for credit.

MVV 1211 - Applied Music – Voice I

Private instruction in voice, as a secondary instrument, consisting of one half-hour session per week, with a minimum of one hour daily practice.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring, Summer) Note:
This course may be taken up to four times for credit.

MVV 1311 - Applied Music - Voice I for Majors

Private instruction in voice in the freshman year of study as the student's principal performing medium. This one hour weekly lesson is for intended voice majors, and requires Division Chair approval. A major component of this class is a required juried performance at the end of the semester for which four memorized selections from standard literature will be required.

Credit Hour(s): 2 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
MVV 1211 and Division Chair approval.

Note:
This course may be taken up to four times for credit.

MVV 2221 - Applied Music – Voice II

Private instruction in voice, as a secondary instrument, consisting of one half-hour lesson per week, with a minimum of one hour daily practice.

Credit Hour(s): 1 Credit Hour When Offered: (Fall, Spring, Summer) Prerequisite(s):
MVV 1211 .

Note:

This course may be taken up to four times for credit.

MVV 2322 - Applied Music - Voice II for Majors

Private instruction in voice in the sophomore year of study as the student's principal performing medium. This one hour, weekly lesson is for intended voice majors, and requires Division Chair Approval. A major component of this class is a required juried performance at the end of the semester for which six memorized selections from standard literature will be required.

Credit Hour(s): 2 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
MVV 1211 , MVV 1311 and Division Chair approval.

Note:
This course may be taken up to four times for credit.

NUR 1021C - Nursing Process I

This course introduces concepts and principles of holistic nursing care. Students will build on knowledge obtained in the biophysical and psycho-social sciences in this first of four required theory courses in the nursing curriculum. Content includes an introduction to healthcare systems, ethical-legal aspects of nursing practice, health and illness, communications, functional health patterns of clients, stress-adaptation, professional behaviors, and all steps of the nursing process with emphasis on assessment of older adult clients. Students begin socialization into the role of the Associate Degree Nurse as a member of an interdisciplinary healthcare team.

Credit Hour(s): 6 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
Admission to the AS Nursing Program; BSC 1085C , ENC 1101 , Core College Level Math

Corequisite(s):
NUR 1021L

Prereq/Corequisites:
BSC 1086C

Note:
Special Nursing Program policies may apply to this course.

NUR 1021L - Nursing Process I Clinical Experience

This course introduces students to the role of the Associate Degree Nurse in providing direct, holistic nursing care to young, middle-aged and older adults who are hospitalized or in community settings. Students are introduced to all steps of the nursing process with a focus on assessment skills. Students will identify self-learning needs and set their own goals for improvement. Critical thinking and working effectively with peers and other healthcare professionals as a team member is expected. The demonstration of caring behaviors and therapeutic communication as a provider of bedside, technical nursing care is emphasized. Students must demonstrate safe performance of basic nursing skills, including but not limited to medication administration, physical assessment, and comfort care.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
Admission to the AS Nursing Program; BSC 1085C , ENC 1101 , Core College Level Math

Corequisite(s):
NUR 1021C

Prereq/Corequisites:
BSC 1086C

Note:
Special Nursing Program policies may apply to this course.

NUR 1143 - Pharmacological Principles in Nursing

This course introduces students to concepts and principles ofpharmacology related to safeadministration of therapeutic agents within the nursing process framework. Students begin to learn major drug classifications and selected exemplars along with

principles of safe, effective administration of drugs. Students will learn dosage calculation, as well as factors that affect the absorption, excretion, distribution, and metabolism of drugs, and drug actions, adverse effects and interactions.

Credit Hour(s): 2 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
NUR 1021C or LPN licensure

NUR 1231C - Nursing Process II

An introduction to the role of the associate degree nurse in providing direct, holistic nursing care to young, middle-aged and elderly adults who are hospitalized or receiving care in community settings. Emphasis is on applying all steps of the nursing process with focus on assessment skills. Pre-requisite college foundation and nursing courses provide theoretical bases for nursing care. Critical thinking is an expected behavior along with skills in working ethically and effectively with peers and other health care professionals as a team member; demonstrate caring behaviors and therapeutic communication with clients as a provider of bedside, technical nursing care. The student is expected to demonstrate safe performance of basic nursing skills, e.g., medication administration, physical assessment and comfort care of hospitalized adults and nursing home residents.

Credit Hour(s): 5 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
NUR 1021L , NUR 1021C , OR LPN LICENSURE, BSC 1086C

Corequisite(s):
NUR 1750L

Prereq/Corequisites:
DEP 2004

Note:
Special Nursing Program policies may apply to this course.

NUR 1750L - Nursing Process II - Clinical Experience

This course builds on competencies presented in Nursing Process I regarding the role of the Associate Degree Nurse in providing direct, holistic nursing care for adult clients experiencing dysfunctional health patterns. Clinical experiences in hospitals, clinics, and community settings provide students with opportunities to apply the nursing process in care of clients, including the older adult. Students continue to develop management skills through conflict management and other professional behaviors. Students demonstrate safe performance of all basic and more complex nursing skills.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
NUR 1021L , NUR 1021C , OR LPN LICENSURE, BSC 1086C

Corequisite(s):
NUR 1231C

Note:
Special Nursing Program policies may apply to this course.

NUR 1940L - Summer Clinical Enrichment

This elective course is designed to offer students the opportunity to gain additional clinical practice during the summer semester. Working with a preceptor and the nursing faculty in area hospitals, the student will be able to perform all skills learned in successfully completed nursing courses. Core Course in these Programs

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
NUR 1750L - Nursing Process II - Clinical Experience or NUR 1021L - Nursing Process I Clinical Experience

NUR 2233C - Nursing Process III

Students continue to use the nursing process and critical thinking with emphasis on primary and secondary prevention as nursing interventions in clients experiencing threats to functional health patterns, including children whose normal lines of defense have been invaded by stressors to the degree thathospitalization is necessary.Nursing practice issues continue to focus on ethical-legal issues related to acute and/or chronicillness and disability.Management skills include delegation and career development.

Credit Hour(s): 6 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
NUR 1231C , NUR 1750L , and NUR 1143

Corequisite(s):
NUR 2233L

Prereq/Corequisites:
MCB 2010C

NUR 2233L - Nursing Process III – Clinical Experience

Students continue to use the nursing process and critical thinking with emphasis on primary and secondary prevention as nursing interventions in clients experiencing threats to functional health patterns, including children whose normal lines of defense have been invaded by stressors to the degree thathospitalization is necessary.Nursing practice issues continue to focus on ethical-legal issues related to acute and/or chronicillness and disability.Management skills include delegation and career development.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):

NUR 1231C , NUR 1750L , and NUR 1143

Corequisite(s):
NUR 2233C

Prereq/Corequisites:
MCB 2010C

Note:
Special Nursing Program policies may apply to this course.

NUR 2241C - Nursing Process IV

Students integrate knowledge and principles of the biophysical and psychosocial sciences to solve life-threatening problems that affect a limited number of critically ill clients in a variety of clinical settings. Students differentiate holistic nursing care therapies in primary, secondary and tertiary care settings. Students become proficient in applying all steps in the nursing process with emphasis on evaluating nursing care outcomes. Students apply critical thinking skills in exploring case-based practice situations and work together in learning seminars to select effective client care improvement processes. Self-evaluation is part of the socialization process to prepare students for the work world as competent, caring staff nurses. Nursing practice issues include licensure standards and continued professional development.

Credit Hour(s): 5 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
NUR 2233L , NUR 2233C , MCB 2010C

Corequisite(s):
NUR 2241L

Note:
Special Nursing program policies may apply to this course.

NUR 2241L - Nursing Process IV – Clinical Experience

Students integrate knowledge and principles of the biophysical and psychosocial sciences to solve life-threatening problems that affect a limited number of critically ill clients in a variety of clinical settings. Students differentiate holistic nursing care therapies in primary, secondary and tertiary care settings. Students become proficient in applying all steps in the nursing process with emphasis on evaluating nursing care outcomes. Students apply critical thinking skills in exploring case-based practice situations and work together in learning seminars to select effective client care improvement processes. Self-evaluation is part of the socializationprocess to prepare students for the work world as competent, caring staff nurses. Nursing practice issues include licensure standards and continued professional development.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
NUR 2233C , NUR 2233L , MCB 2010C

Corequisite(s):

NUR 2241C

Note:
Special Nursing Program policies may apply to this course.

NUR 2811L - Nursing Capstone

This capstone course provides a time during the last four weeks of the nursing program in which students begin to transition from the student role into the graduate role as an associate degree nurse. Students attend seminar hours and complete standardized testing for evaluation in proficiency in applying all steps in the nursing process with emphasis on evaluating safe nursing care outcomes. Students complete clinical practice hours with an experienced registered nurse preceptor to provide holistic nursing care for a limited number of clients. The focus is on demonstration of all professional behaviors and competencies expected of the associate degree registered nurse graduate at entry level. Clinical experiences provide hands-on learning opportunities, enhancing clinical thinking, safe nursing judgment, and clinical confidence in skills. Clinical experiences take place in a variety of clinical settings and work schedules.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prereq/Corequisites:
NUR 2241C and NUR 2241L

Note:
Special Nursing Program policies may apply to this course.

OCE 1001C - Oceanography

A survey of the physics, chemistry, geology and biology of the oceans. Interrelationships between the atmosphere and oceans, methods of measurement and research, processes of coastal change and marine conservation. May be used to satisfy A.A. requirements in physical science for career goals other than the sciences, engineering, and pre-professional healthcare.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring)

OST 1355 - Records Management

Methods and systems of filing used in business offices, filing equipment, and time-and-motion skills. Filing practice sets are used.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

OST 2335 - Business Communications

Business Communications is a comprehensive coverage of language structure and particular emphasis on writing superior business letters and reports. Instruction in principle, then illustration, and practice in applying the principles. A fundamental concept of the appearance, language and style, tone and psychology of effective business letters.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

PEL 1212A - Advanced Softball

Instruction, practice, and participation in advanced softball. The continuous development of physical skills is of major importance in this course.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed)

PEL 1213 - Advanced Softball II

This course is a continuation of Advanced Softball, which consists of instruction, practice, and participation in advanced softball. The continuous development of physical skills is of major importance in this course.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):
PEL 1212A (Athletes)

PEL 1217A - Advanced Baseball

Instruction, practice, and participation in advanced baseball. The continuous development of physical skills is of major importance in this course.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed)

PEL 1219 - Advanced Baseball II

This course is a continuation of Advanced Baseball, which consists of instruction, practice, and participation in advanced baseball. The continuous development of physical skills is of major importance in this course.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):
PEL 1217A (Athletes)

PEL 1624M - Advanced Basketball (Men)

This course is a high intensity, drill-oriented program designed to increase the knowledge, skill ability, and endurance levels of individuals interested in basketball. Instruction includes various aspects of the game of basketball including rules and regulations, basic fundamentals, offensive set, defensive sets, and scouting procedures. Instruction will be given through classroom lectures, as well as on-the-court lectures and activities. It is strongly recommended that students participate in an exercise program outside of class hours. It may be recommended and in some cases required that the student obtain medical approval before participating in this course.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed)

PEL 1624W - Advanced Basketball (Women)

This course is a high intensity, drill oriented program designed to increase the knowledge, skill ability, and endurance levels of individuals interested in basketball. Instruction includes various aspects of the game of basketball including: rules and regulations, basic fundamentals, offensive set, defensive sets, and scouting procedures. Instruction will be given through classroom lectures, as well as on-the-court lectures and activities. It is strongly recommended that students participate in an exercise program outside of class hours. It may be recommended and in some cases required that the student obtain medical approval before participating in this course.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed)

PEL 1626M - Advanced Basketball II (Men)

This course is a continuation of Advanced Basketball for Men, which consists of a high intensity, drill -oriented program designed to increase the knowledge, skill ability, and endurance levels of individuals interested in basketball. Instruction includes various aspects of the game of basketball including rules and regulations, basic fundamentals, offensive set, defensive sets, and scouting procedures. Instruction will be given through classroom lectures, as well as on-the-court lectures and activities. It is strongly recommended that students participate in an exercise program outside of class hours. It may be recommended and in some cases required that the student obtain medical approval before participating in this course.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):
PEL 1624M (Athletes)

PEL 1626W - Advanced Basketball II (Women)

This course is a continuation of Advanced Basketball for Women, which consists of a high intensity, drill -oriented program designed to increase the knowledge, skill ability, and endurance levels of individuals interested in basketball. Instruction includes various aspects of the game of basketball including rules and regulations, basic fundamentals, offensive set, defensive sets, and scouting procedures. Instruction will be given through classroom lectures, as well as on-the-court lectures and activities. It is strongly recommended that students participate in an exercise program outside of class hours. It may be recommended and in some cases required that the student obtain medical approval before participating in this course.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):
PEL 1624W (Athletes)

PEM 1131A - Strength Training

This course is a high intensity lecture/demonstration and flexible lab hour weight training program designed to increase the size, strength, and endurance of the skeletal muscle system. Instruction includes, but is not limited to, weight training safety, etiquette, history, and nutrition. Instruction will be given in the design of progressive resistance programs to increase total body efficiency and to meet the objectives of the individual student. Students are responsible for determining fitness for training, and those with medical problems which restrict personal activities are encouraged to obtain medical clearance before enrolling in the course.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

PEM 2108 - Fitness Lab

Instruction and participation in an exercise program with emphasis on muscle endurance, strength and flexibility.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed) Prerequisite(s):
HLP 1081 or approved wellness assessment by the department chair.

Note:
This course may be taken up to four times for credit.

PEO 2004 - Theory and Practice of Teaching a Specific Sport

This course is designed to provide knowledge of the rules, teaching progressions and strategies for competition. The course includes acceptable behavior and ethics for coaches. This course will be offered for the following specific sports: baseball/softball, basketball, football, golf, soccer, swimming, tennis, track and field/cross country, volleyball and wrestling.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

PEO 2005 - Coaching Theory

This course is designed to provide knowledge of the characteristics, principles, ethics, and theories related to coaching sports in educational and recreational settings. Emphasis is placed on preparing coaches to train athletes to achieve optimal levels of performance.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

PET 1000 - Introduction to Physical Education

A study of the history of physical education and sport with particular emphasis placed on present practices and trends.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

PET 2622 - Care and Prevention of Athletic Injuries

Designed to provide students with a basic knowledge of the care, prevention, and rehabilitation of injuries received during participation in physical education activities to include the effects and dangers of drug use including performance enhancing drugs.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

PGY 1220C - Commercial Photography I

A beginning course that introduces students to the procedures and aesthetics of developing photographic illustrations for industrial and advertising use. Students will gain experience using a high quality digital studio camera, electronic lighting, and digital applications of their work. It is recommended that students take PGY 1801C prior to or at the same time as this course.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring)

PGY 1801C - Digital Photography I

An intermediate level photography course where creative idea generation and composition in photography are emphasized. Students research more deeply the history of photography and apply new skills to creative digital photographic work. Access to an appropriate high quality digital camera required.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring)

PHI 2010 - Introduction to Philosophy

Central concepts of philosophy are developed, including a description of the main philosophical problems involved through ancient, medieval, and contemporary thought. This is a Writing-Across-the-Curriculum course and a Speaking-Across-the-Curriculum course requiring selected written and speaking assignments. If used to meet AA Gordon Rule requirements for general education, a minimum grade of "C" is required.

Credit Hour(s): 3 Credit Hours † ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):
a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:
† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

PHI 2600 - Introduction to Ethics

Ways to frame and resolve ethical issues are studied. Major historical theories including consequentialism, deontology, and virtue ethics are presented in moral arguments and narratives. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours † ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):
a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:
† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

PHI 2930 - Philosophy – Special Topics

A defined special topics course which is pursued under supervision of a faculty member and recorded through usual departmental procedures. Designed to permit a student to pursue non-scheduled academic and laboratory work which may be of a specialized nature and not available through the college schedule.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

PHY 1020 - Physical Science

A one term course of lectures and demonstrations designed 1) to meet the general education requirements in physical science for

non-science majors and 2) for students who need a preparatory course prior to taking physics. The course presents the fundamental classical and modern concepts of physics in the area of mechanics, energy, wave motion, electromagnetism, and atomic structure. Also topics in earth science and astronomy will be discussed.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

PHY 1053C - General Physics Without Calculus I

This is the first course in a two-term sequence of non-calculus physics designed for biological science and pre-health profession majors. This course covers classical mechanics and thermodynamics. Entering students are assumed to have a serviceable knowledge of basic algebra and trigonometry. This course contains both lecture and laboratory components.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall) Prerequisite(s):

MAC 1114 or equivalent

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

PHY 1054C - General Physics Without Calculus II

This is the second course in a two-term sequence of non-calculus physics designed for biological science and pre-health profession majors. This course covers the areas of electricity, magnetism, light, quantum theory, atomic and nuclear structure, and elementary particles. This course contains both lecture and laboratory components.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):

PHY 1053C or equivalent.

PHY 2048C - General Physics With Calculus I

This is the first course in a two-term sequence of calculus-based physics designed for engineering and physical science majors. This course covers classical mechanics (statics and dynamics of point-masses), rigid-body dynamics, oscillations, and waves. Additional topics, such as fluids or the special theory of relativity, may be covered if time permits. This course contains both lecture and laboratory components.

Credit Hour(s): 4 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prereq/Corequisites:

MAC 2311 .

Note:

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

PHY 2049C - General Physics with Calculus II

This is the second course in a two-term sequence of calculus-based physics designed for engineering and physical science majors. This course covers electrostatics, magnetostatics, electromagnetic fields and waves, direct-current circuits, alternating-current circuits, and optics. This course contains both lecture and laboratory components.

Credit Hour(s): 4 Credit Hours When Offered: (Spring, Summer) Prerequisite(s):

PHY 2048C

Prereq/Corequisites:

MAC 2312 or equivalent

Note:

In special circumstances, PHY 2048C and PHY 2049C can be taken out of sequence with instructor approval.

PLA 1003 - Introduction to Paralegal Studies

Designed to give students a broad understanding of the nature of the paralegal profession and the elements contained within the profession, as well as its responsibility.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

PLA 1005 - Legal Terminology

This course is designed to give an explanation of the common legal vocabulary involved in the broad, general principles of substantive and common law.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

PLA 1013 - Introduction to the Legal System

A practical introduction to the U.S. legal system, types and sources of law, the courts, and related topics; a beginning course for students seeking careers in legal secretary technology or legal assisting.

Credit Hour(s): 3 Credit Hours When Offered: Spring

PLA 1114 - Legal Research and Writing

This course is designed to provide the student with necessary skills and knowledge required in legal research/case analysis and legal writing.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
PLA 1003 is required and knowledge of basic computer and keyboarding skills are strongly recommended.

PLA 1203 - Civil Procedure

This course provides an insight into the system of dispute resolution for private parties and the government provided by the court systems of the various states and the federal government in a non-criminal setting.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

PLA 1600 - Wills, Trusts, and Probate

This course is designed to provide the student with an introductory knowledge of estate planning, wills, and probate administration.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

PLA 1800 - Introduction to Family Law

An introduction to practices as they relate to family law.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

PLA 2273 - Tort Law

This course is designed to provide the student with an introductory knowledge of tort law with objectives centered on personal injury torts.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

PLA 2949 - Internship - Paralegal

On-the-job training in the Associate of Science Paralegal Studies program in which the student is enrolled. The student is under the supervision, at work, of a qualified supervisor. The supervisor will rate the student's performance, knowledge, comprehension, dependability, initiative, cooperativeness, and total performance. A project paper or approved project will be submitted by the student three weeks prior to the close of the semester. May be repeated twice for a total of six credits.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s):
completion of a minimum of 12 credit hours in the appropriate discipline, including PLA 1003 and permission of the instructor is required. Prerequisites with minimum passing grade: D.

Note:
*This college credit course is not intended for transfer and may not be applied toward the AA degree.

PMT 1203C - Introduction to Machining

This course introduces the student to basic mechanic fundamentals. Instructional topics will include hand tool identification and application, fabrication machine identification and application, drill press identification and application, and shop safety.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

PMT 1250C - Introduction to CNC Machining

The history and development of CNC (computer numerical control). Programming methods are reviewed with the emphasis of skills placed on programming, milling, drilling and turning with M and G code preparation. Manual and computer assisted programming are also reviewed. Students will program, set up and operate full size CNC machines found in our manufacturing lab. Projects will be assigned to students with an expectation of performing these tasks on manufacturing equipment.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

PMT 2213C - Machining I

In this course students will continue to develop basic machining skills and better utilize machine tool accessories to assist in different machining operations to include: Set up and utilize machine tool accessories, vertical knee milling operation, manual lathe operations, manual lathe threading and drill operations.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
PMT 1203C and ETD 2218 [Inactive]

PMT 2261C - CNC Machining I

This course provides training in cnc machine operation and programming. The student will gain technical knowledge and programming methods employed in cnc machining centers. CNC machine programming, set-up and operations are taught using computer and hands on applications. Metal fabrication processes are taught through lectures, demonstration and student generated projects. Completion of this course offers students technical skills as a cnc operator processes to be applied in various machining and fabrication industries.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
PMT 1250C or equivalent.

PMT 2262C - CNC Machining II

This course will offer students a working knowledge of Solidworks and Solidworks Cam. An in-depth study of Cad/Cam software, CNC processing methods and the set-up of CNC machining centers. The course lectures and lab offer students hands-on applications using Solidworks generated projects processed with Solidworks cam tool path software to generate various projects. The student will also learn to calculate machining feeds and speeds, edit CNC programs and part production for mill and lathe.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
PMT 2261C or eqivalent experience.

POS 1041 - American Government

Examines government, political ideals, and institutions. Strong emphasis is placed on political thought, the origin of the American federal system, and the distribution of powers between state and national governments. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule

requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ ¶ Ω When Offered: (Fall, Spring, Summer) Prerequisite(s):
a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.
Ω Courses listed with this symbol have a Civic Literacy Competency.

PSY 2012 - Psychology

Surveys of the various fields of psychology. Understanding human behavior by studying the adaptation of the individual to the physical and social environment.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

REA 1205 - Reading Across the Genres I

This college-level reading course employs a variety of literary genres as the source material for building student skills in comprehension, context clues, reading speed, critical analysis, vocabulary, and other related reading skills. Students will be exposed to numerous styles and levels of reading material including novels, short stories, critical essays, drama, news reporting. Students will also develop a personal reading preference profile and learn how to identify books, magazines and other reading material commensurate with that profile.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
PERT placement score of 106 or higher.

REL 2300 - Introduction to World Religions

This course will explore the principles and practices of the world's major religious traditions. The religions will be studied in their historical and contemporary forms. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):
a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

RTE 1000 - Introduction to Radiologic Technology

This course is designed to provide an overview of the history of radiography and the role and scope of practice of the practitioner in the healthcare delivery system. Organizations, accreditation, federal agencies, regulatory agencies (including OSHA) and professional credentialing will be discussed. Content includes a fundamental background in medical law, ethics, human diversity and patient consent. The student will examine a variety of ethical issues and dilemmas found in clinical practice, as well as developing a better understanding of patients, the patient's families, and professional peers through comparison of diverse populations based on value systems, cultural and ethnic influences, communication styles and socioeconomic influences. Radiographic medical terminology and pharmacology will be covered. Site specific clinical education paperwork will be completed. Background check, drug screening, training and clinical site approval mandatory.

Credit Hour(s): 2 Credit Hours When Offered: (Fall, offered as needed) Prerequisite(s):
Admission to the Radiography Program.

RTE 1111 - Introduction to Radiographic Patient Care

This course is designed to prepare radiography students to provide basic patient care. Basic concepts of patient care will be described, as well as infection control procedures and standard precautions. This course includes hospital specific training. Health risks, life stages, HIV/AIDs and domestic violence will be discussed. This course also includes an introduction to medical and radiographic terminology. Topics include vital signs, venipuncture, body mechanics and transport, verbal/nonverbal communication, and some pharmacology.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):
admission to the Radiography Program.

RTE 1418 - Radiographic Techniques I

This course is designed to establish a knowledge base in factors that govern and influence the production and recording of radiographic images. This course introduces the student to a comprehensive study and theory of the production of x-rays and primary exposure factors of radiographic imaging. The image parameters of density, contrast, recorded detail, image distortion and blur will be studied as well as ancillary devices and equipment required to produce a quality radiographic image. Digital imaging with related accessories will be emphasized. Class demonstrations and exercises are used to demonstrate application of theory.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Any Core general education mathematics course. Grade of "C" or higher.

RTE 1457C - Radiographic Techniques II

This course is a continuation of RTE 1418 Radiographic Techniques I. Course content includes the basics of magnetism, electricity, motors, generators, rectifying systems, x-ray tube and filament circuitry. Topics in electromagnetism such as self and mutual induction, high voltage transformation, and AC rectification will be emphasized. An introduction of special radiographic methods will include automatic exposure control, computers, fluoroscopy and image intensification, subtraction radiography, conventional tomography, digital image receptors, and digital image acquisition and manipulation.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):
RTE 1418 .

Corequisite(s):
RTE 1513C
RTE 1814L

RTE 1503C - Radiographic Procedures I

This course is designed to provide the Radiography student with instruction in radiographic examinations of the chest, abdomen, upper extremity and lower extremity. An introduction to medical and radiographic terminology, radiographic anatomy, and image critique are also included.

Credit Hour(s): 4 Credit Hours When Offered: (Fall) Prerequisite(s):
BSC 1085C and admission to the Radiography program.

RTE 1513C - Radiographic Procedures II

This course is a continuation of RTE 1503C . It is designed to provide the student with instruction in radiographic procedures and anatomy in the distal extremities, hip region, spine, ribs, and sternum and the cranium. Critical thinking, medical and radiographic terminology, as well as image critique are emphasized.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):
RTE 1503C , RTE 1804L , and BSC 1086C

Corequisite(s):

RTE 1814L .

RTE 1804L - Radiography Clinical Education I

This course involves the practical application of the theories covered in RTE 1503C and RTE 1000 . Rotations provide experience with various imaging systems, protocols, and patient care. Students observe, assist and perform basic radiographic procedures (chest, abdomen and extremities) under direct supervision. This course emphasizes patient care and critical thinking. This course meets at the affiliate hospitals. Uniforms, name badges and radiographic markers required.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
Admission to the Radiography Program

Corequisite(s):
RTE 1503C

RTE 1814L - Radiography Clinical Education II

This course is a continuation of Radiography Clinical Education I. This clinical training emphasizes lower and upper extremity. Medical and radiographic terminology, patient care, critical thinking and communication skills are emphasized. This course meets at the affiliate hospitals. Uniforms, name badges and radiographic markers required.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
RTE 1804L

Corequisite(s):
RTE 1513C .

RTE 1824L - Radiography Clinical Education III

This course is a continuation of Radiography Clinical Education II. The student is expected to continue to refine those skills related to objectives listed in Clinical Practicum's I and II. The student will gain experience and develop clinical competence in general radiographic procedures such as the cranium and specialized contrast studies. Advanced patient care skills, critical thinking, imaging and exposure techniques, radiation protection application and image processing will be emphasized. This rotation covers clinical experience in all phases of fundamental radiologic procedures and image critique. Students will rotate through ancillary departments in this course.

Credit Hour(s): 4 Credit Hours When Offered: (Summer) Prerequisite(s):
RTE 1814L

Corequisite(s):
RTE 2523C .

RTE 2061 - Radiographic Preparation for Practice

This course is designed review information in preparation for the student to take the American Registry of Radiologic Technologist (ARRT) registry examination. The course will cover patient care and education, image production, equipment operation and maintenance, radiographic procedures and radiation protection. The student will also be given simulated registry examinations for practice and assessment purposes.

Credit Hour(s): 4 Credit Hours When Offered: (Spring) Prerequisite(s):
RTE 2844L

Corequisite(s):
RTE 2854L .

RTE 2385 - Radiographic Protection and Biology

This course is designed to provide the student with an overview of the principles of interaction of ionizing radiation with living systems. Ionizing effects on molecules, cells, tissues and the body as a whole are presented, along with factors affecting biological response, including; acute, chronic, stochastic and non-stochastic effects. This course is also designed to present an overview of

the principles of radiation protection including the responsibilities of the radiographer for patients, personnel and the public. Radiation health and safety requirements of federal and state regulatory agencies, accreditation agencies and healthcare organizations are incorporated, as are the various methods of monitoring radiation exposure and acceptable dose limit values.

Credit Hour(s): 3 Credit Hours When Offered: (Fall) Prerequisite(s):
RTE 1000 , RTE 1418 , RTE 1457C , RTE 2523C

Corequisite(s):
RTE 2844L .

RTE 2473 - Radiographic Quality Assurance

This course is designed to introduce the radiography student to evaluation methodology of radiographic systems to assure consistency in the production of quality images. Image critique, fluoroscopy, malfunctions, and specifications are some of the topics covered in the course.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):
RTE 1418 , RTE 1457C

Corequisite(s):
RTE 2844L .

RTE 2523C - Radiographic Procedures III

This course is a continuation of RTE 1513C covering cranium procedures and positioning. It is designed to provide the student with instruction in more complex radiographic procedures such as fluoroscopy, urinary studies, bone age, trauma, pediatrics, mobile and surgical radiography. Included is instruction in additional modalities and studies such as CT, MRI, arthography, myelography, and vascular studies. Attention will be given to the specialized equipment, contrast media, critical thinking and techniques necessary to perform these procedures. Radiographic anatomy, pathology, and critique of images are included in this course.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
RTE 1513C

Corequisite(s):
RTE 1824L .

RTE 2533C - Radiographic Procedures IV

This is a continuation of RTE 2523C, with emphasis on special procedures and additional modalities. Students are required to complete observations hours within specialty areas.

Credit Hour(s): 2 Credit Hours When Offered: (Fall) Prerequisite(s):
RTE 2523C

Corequisite(s):
RTE 2844L

RTE 2571 - Introduction to Computed Tomography

This course is designed to provide entry-level radiography students with an introduction to and basic understanding of the operation of a computed tomography (CT) device. Content is not intended to result in clinical competency.

Credit Hour(s): 1 Credit Hour When Offered: (Spring) Prerequisite(s):
RTE 1418

RTE 2782 - Radiographic Pathology

This course is designed to introduce theories of disease causation and the pathophysiologic disorder that compromise healthy persons. Etiology, pathophysiologic responses, clinical manifestations, and radiographic appearance of alterations in body systems will be presented. Emphasis will be placed on pathological findings on diagnostic radiographic images.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
RTE 2523C

Corequisite(s):
RTE 2854L .

RTE 2844L - Radiography Clinical Education IV

This course is a continuation of RTE 1824L . The student is expected to continue to refine those skills related to objectives listed in Clinical Practicum's I, II and III. The student will gain experience and develop clinical competence in specialized imaging procedures, and mobile, surgical and trauma radiography. Advanced imaging skills and exposure techniques will continue to be provided. Rotations through ancillary areas continue.

Credit Hour(s): 5 Credit Hours When Offered: (Fall) Prerequisite(s):
RTE 1824L

Corequisite(s):
RTE 2385 .

RTE 2854L - Radiography Clinical Education V

This course is a continuation of RTE 2844L . The terminal objective for this course is to prepare the student for employment as an entry level technologist. The student is expected to continue to refine those skills related to objectives listed in Clinical Practicum's I-IV and trauma radiography. Advanced imaging skills and exposure techniques will continue to be provided. Rotations through ancillary areas continue.

Credit Hour(s): 5 Credit Hours When Offered: (Spring) Prerequisite(s):
RTE 2844L

Corequisite(s):
RTE 2061 .

SBM 2000 - Small Business Management

This course provides students the opportunity to learn hands-on technical applications regarding entrepreneurship. It is designed for the student who is interested in the ownership and management of a small business enterprise.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
Knowledge of basic computer and keyboarding skills are strongly recommended.

SLS 1101 - College Success

A course designed to focus on developing practical study skills to enhance academic success. Skills taught in this course are time management, concentration/memorization, listening, note taking, test taking, use of college resources, establishing goals, identifying learning styles, developing career choices and learning to cope with personal issues that face many college students.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

SLS 1201 - Service Learning Seminar

A seminar course designed to enhance and reinforce the value of civic responsibility and to provide students with a community service program opportunity by volunteering in community agencies in the public and private sectors.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as needed)

SLS 2505 - Critical Thinking

This course is designed to teach students to become critical thinkers and to show students how to apply their thinking skills to everyday problems and issues in college, career, and personal settings. Based on discussions of timely issues, students will learn to use critical thinking.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring)

SPC 1006 - Essentials of Speech

This course can be used to satisfy missing transfer requirements and/or oral components required in certain programs. Individuals participate in the preparation and presentation of speeches.

Credit Hour(s): 1 Credit Hour † When Offered: (Offered as needed) Note:
† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

SPC 1608 - Public Speaking

Emphasis is on assisting the individual to develop his/her potential in oral communication. Individual participation in preparation and presentation of speeches reinforced by continuing group analysis and constructive criticism.

Credit Hour(s): 3 Credit Hours † When Offered: (Fall, Spring, Summer) Note:
† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

SPC 2300 - Interpersonal Communication

This course studies the speech communication principles involved in one-to-one interaction, comprehensive listening, conflict resolution, family and group communication and intrapersonal thought. Learning techniques may include small group participation, role play, as well as formal and informal presentations.

Credit Hour(s): 3 Credit Hours † When Offered: (Fall, Spring) Note:
† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

SPN 1120 - Spanish I

Pronunciation and grammatical structures of Spanish, with emphasis upon balanced development of all four skills – listening, speaking, reading, and writing. Covers all basic structures of the language.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer)

SPN 1121 - Spanish II

Pronunciation and grammatical structures of Spanish, with emphasis upon balanced development of all four skills – listening, speaking, reading and writing. Covers all basic structures of the language.

Credit Hour(s): 4 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s):
SPN 1120 or an equivalent course with a grade of "C" or better.

SPN 2220 - Spanish III

Intermediate level review of grammar, readings in Spanish Literature, and development of conversational and writing skills.

Credit Hour(s): 4 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
SPN 1121 or an equivalent course with a grade of "C" or better.

SPN 2221 - Spanish IV

Completion of intermediate level review of grammar, readings in Spanish literature, and development of conversational and writing skills.

Credit Hour(s): 4 Credit Hours When Offered: (Offered as needed) Prerequisite(s):

COMPLETION OF SPN2220 OR AN EQUIVALENT COURSE WITH A GRADE OF "C" OR BETTER.

STA 2023 - Statistics

This course provides a general introduction to understanding and applying statistical terms and concepts. Topics include the following: descriptive statistics, probability, random variables, discrete and continuous probability distributions, sampling distributions, confidence interval estimation, hypothesis testing, two sample inferences, correlation, and simple linear regression. Non-symbolic graphing calculators are required. The TI-83/84 Series is recommended. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Prerequisite(s):
completion of MAT 1033A or equivalent with a "C" or better, or appropriate placement score.

Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2000 - Sociology

An introduction to the basic theories, concepts, and descriptions of individuals, groups, and societal behaviors. Basic themes include an overview of culture, socialization, deviance, and social institutions, with an emphasis on the dynamics of families, government, and economic influences.

Credit Hour(s): 3 Credit Hours ♦ When Offered: (Fall, Spring, Summer) Note:
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.

SYG 2010 - Social Problems

Introduction to the sociological study of the nature of social problems to insure understanding of their impact on the individual, the group and social institutions in societal and cultural settings. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):
a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

SYG 2430 - The Family and Society

An examination of the problems which arise out of participation in marriage, family and community situations. Designed to provide students with a basic understanding of the dynamics of family interaction, the effects upon the children, and the family's relationship to and participation in the community.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer)

TAX 2000 - Federal Income Tax: Individual

Federal Income Taxes. Determine income tax for individuals, interpretations of Internal Revenue Code and Regulation, tax planning and advisory service. Brief introduction to partnership, corporation, estate, and gift taxes. Extensive practice problems in individual income tax returns and research in tax questions.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

THE 2000 - Theatre Appreciation

An introduction to theater and theatrical production. Topics span a wide range of interest – critical, historical, aesthetic and practical – intended to lay a foundation for further knowledge and skill of the theater. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education. This course contains an oral communication component and may be used to satisfy the Speaking-Across-the-Curriculum requirement.

Credit Hour(s): 3 Credit Hours † ♦ ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):
a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:
† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state Core General Education requirements.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

THE 2071 - Humanities – Cinema Appreciation

An introduction to the origin, development, cultural aspects and analysis of cinema topics. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours † ¶ When Offered: (Fall, Spring, Summer) Prerequisite(s):
a passing score on the standardized placement test measuring communication/verbal/reading achievement or successful completion of ENC 0025 [Inactive] and REA 0017 [Inactive].

Note:
† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

THE 2300 - Dramatic Literature

Survey of dramatic works from the Greeks to the 20th century, with emphasis on the plays of the 19th and 20th centuries; intensive investigation and script analysis with reports, lectures and discussions. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours † ¶ When Offered: (Fall, Spring) Prerequisite(s):
ENC 1101

Note:
† Courses listed with this symbol address NWFSC's Speaking-Across-the Curriculum student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

THE 2304 - Script Analysis

An introduction to the examination and analysis of play scripts as preparation for production. Students will read plays from various periods and genres, and analyze such dramatic elements as plot, theme, character, dialogue, and style.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as Needed)

THE 2820 - Musical Theater Workshop

An introduction to creative dramatics and children's theater. Topics span a wide range of interests; creative experience, children and theater, workshop procedure, script selection, rehearsal and performance.

Credit Hour(s): 3 Credit Hours When Offered: (Summer)

THE 2821 - Musical Theater Workshop II

Creative dramatics introduces the many elements of theater: dance, voice and musical theater. Topics span a wide range of interests: the creative process, workshop procedures, rehearsal and performance. Creative Dramatics will focus on producing a final performance.

Credit Hour(s): 3 Credit Hours When Offered: (Summer) Prerequisite(s):
THE 2820 .

THE 2930 - Theater – Special Topics

A defined special topics course which is pursued under supervision of a faculty member and recorded through usual departmental procedures. Designed to permit a student to pursue non-scheduled academic and laboratory work which may be of a specialized nature and not available through the college schedule.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Note:
This course may be taken up to four times for credit.

TPA 1210 - Stagecraft

This course is an introduction to the principles of stagecraft: stage terminology, stage safety, instruction in proper use of shop tools, basic theater construction methods, understanding of theatrical rigging, and understanding of general background practices.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

TPA 1290 - Technical Theatre Lab I

This course is designed to complement other technical theatre courses by giving the student the opportunity for hands-on interaction in a structured lab setting. Students will be assigned duties appropriate for their skills that will synthesize the classroom experience.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as Needed)

TPA 1291 - Technical Theatre Lab II

This course is designed to continue to complement other technical theatre courses by giving the student the opportunity for hands-on interaction in a structured lab setting. Students will be assigned duties appropriate for their skills that will synthesize the classroom experience.

Credit Hour(s): 1 Credit Hour When Offered: (Offered as Needed) Prerequisite(s):
TPA 1290

TPA 1940 - Internship in Theatre Design or Production

The emphasis of this course is on applied learning and vocational experience in the technical theatre field.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as Needed)

TPA 2063 - Principles of Scenic Design

This course is a detailed introduction to the principles and techniques used in scene design. The course will include the discussion and practice in analyzing scripts, visualizing a design concept, drafting, paint elevations and rendering and/or modeling techniques.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as Needed) Prerequisite(s):
TPA 2343

TPA 2212 - Sound Production for the Stage

This course is an introduction to audio production and reinforcement for the stage. Students will learn how to use and maintain equipment, record and edit sound effects, and mixing live sound. Emphasis will be placed on digital audio techniques and equipment.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as Needed)

TPA 2220 - Lighting Design

An introduction to stage lighting. Topics include history of stage lighting, fundamentals of light and illumination, lighting control, and lighting practices.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Corequisite(s):
TPA 1210

TPA 2276C - Entertainment Technology - Crafts

This course presents the practices and principles of advanced woodworking, welding, smithing, casting, ceramics, plaster work, fiberglass and plastic technology for the entertainment industry. State of the art tool technology, shop and field practice, health and safety standards will be emphasized. These crafts are entertainment industry oriented that will use items created in a realized production.

Credit Hour(s): 3 Credit Hours When Offered: (Spring) Prerequisite(s):
TPA 1210 .

TPA 2331 - Costume Construction

An introduction to costume construction techniques and wardrobe design. Topics span a wide range: costume construction techniques, problems in costumes, costume history, construction styles, sewing machine practices, seam finishes, flat pattern layout and production techniques. This course is intended to develop practical experiences in costume construction.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed) Prerequisite(s):
TPA 2232 [Inactive]

TPA 2343 - CAD for the Theatre

This course is project oriented covering fundamental through advanced material in computer aided drafting and design and its application for the theatre.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as Needed)

TPA 2600 - Stage Management

This course is an introduction to the study and application of stage management as it relates to the manager portfolio, the stage manager morgue, rules and regulations relating to I.A.T.S.E., rules related to contracts, competence in stage management, proper communication with directors, technical directors, designers, cast members and crews, competence in technical discussion areas

and basic first aid.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

TPP 1190 - Rehearsal and Performance I

An ensemble theater performance experience open to any student who wishes to develop rehearsal and performance skills. Students must participate in scheduled rehearsals and performances.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s): experience in high school or a desire to learn.

TPP 1191 - Rehearsal and Performance II

An ensemble theater performance experience open to any student who wishes to develop rehearsal and performance skills. Students must participate in scheduled rehearsals and performances.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s): TPP 1190 .

TPP 1192 - Rehearsal and Performance III

An ensemble theater performance experience open to any student who wishes to develop rehearsal and performance skills. Students must participate in scheduled rehearsals and performances.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Prerequisite(s): TPP 1191 .

TPP 1940 - Internship in Theatre Performance

The emphasis of this course is on applied learning and vocational experience in the theatre performance field.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as Needed)

TPP 2110 - Acting I

Through in-class performance the student will develop an understanding and proficiency of those skills of movement, voice, and expression which are required of a theatrical performer.

Credit Hour(s): 3 Credit Hours When Offered: (As Needed)

TPP 2111 - Acting II

Through in-class performance, the student develops an understanding and proficiency in styles of acting from classic through modern.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring) Prerequisite(s): TPP 2110 .

TPP 2120 - Improvisation

This course explores the use of creativity and imagination, engaging the actor in a wide variety of improvisational theatre games.

Credit Hour(s): 3 Credit Hours When Offered: Offered as needed

TPP 2141 - Acting in Shakespeare

This course is an introduction to the concepts, principles, and skills needed to develop characters in Shakespeare's plays. The course focuses on the hidden clues in the text to discover character choices and meaning. Specific analysis and the techniques of scansion are introduced as they relate to character interpretation. Application of these techniques will be presented in scenes and

monologues.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

TPP 2150 - Advanced Scene Study

This course is a continuation of the processes and concepts of TPP 2111, Acting II, with the addition of new techniques to create dynamic and engaging characterizations through performance.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

TPP 2220 - Auditioning

This course explores audition techniques for the stage. Students will be better prepared to audition in professional settings.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as Needed)

TPP 2250 - Introduction to Musical Theatre

Introduction to the study of Musical Theater analysis, creation, and performance with an emphasis on singing, dancing, and acting.

Credit Hour(s): 3 Credit Hours When Offered: (Fall)

TPP 2301 - Directing I

A beginning course in the study, development and training in directing for the theater. Although not a prerequisite, students are encouraged to take Acting I and II before Directing I.

Credit Hour(s): 3 Credit Hours When Offered: (Offered as needed)

TPP 2533 - Stage Combat I (Unarmed & Rapier)

Through in-class study and performance the student will develop an understanding of and proficiency in the safe techniques of unarmed and rapier stage combat which are required of a theatrical performer. Application of these techniques will be presented in two scenes, one for unarmed and one for rapier.

Credit Hour(s): 3 Credit Hours When Offered: (Spring)

TPP 2930 - Theater Performance – Special Topics

A defined special topics course which is pursued under supervision of a faculty member and recorded through usual departmental procedures. Designed to permit a student to pursue non-scheduled academic and laboratory work which may be of a specialized nature and not available through the college schedule.

Credit Hour(s): 3 Credit Hours When Offered: (Fall, Spring, Summer) Note:
This course may be taken up to four times for credit.

WOH 1012 - World Civilization: Early Humans through Global Expansion

A study of world history from 4000 BC to 1650 AD as it relates to the development of western civilization. History is analyzed in terms of social, religious, philosophical, political, and economic concepts rather than chronological facts. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Offered Fall, Spring, Summer) Prerequisite(s):
A passing score on the standardized placement test measuring communication/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C"

when used for General Education credit.

WOH 1022 - World Civilization: The Modern Period and Renaissance to the Present

A study of history from 1650 AD to the present as it relates to the development of the modern world. History is analyzed in terms of social, religious, philosophical, political, and economic concepts rather than chronological facts. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Credit Hour(s): 3 Credit Hours ¶ When Offered: (Offered Fall, Spring, Summer) Prerequisite(s):
A passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

Note:
¶ Courses listed with this symbol meet writing requirements outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

ZOO 1010C - Zoology

An introduction to the major concepts of animal life, to include the structure, taxonomy, evolutionary relationships, and natural history of the major animal groups.

Credit Hour(s): 4 Credit Hours When Offered: (Offered as needed)

Vocational Courses

AMT 0701 - Aviation Maintenance Technology General I

This course introduces basic information necessary for an entering student in aviation maintenance technology. Emphasis is placed on math and physics and Federal Aviation Administration (FAA) and manufacturers' technical and legal publications.

Credit Hour(s): 110 Clock Hours/3.67 Vocational Credits When Offered: (Offered as needed)

AMT 0702 - Aviation Maintenance Technology General II

This course introduces aircraft drawings/charts & graphs, aircraft hardware and materials, precision measuring tools, fluid lines and fittings, safety wire methods. Emphasis is on studying aircraft drawings/charts & graphs, identification and selection of aircraft hardware, fabrication and inspection of flexible and rigid fluid lines, safety wiring on bolts and turnbuckles.

Credit Hour(s): 110 Clock Hours/3.67 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):
AMT 0701

AMT 0703 - Aviation Maintenance Technology General III

This course provides a study in basic electricity. Emphasis is placed on alternating current (AC) and direct current (DC) circuits and controls, electrical measurements, electrical test equipment, aircraft batteries, fundamental electronics, and semi-conductor devices.

Credit Hour(s): 110 Clock Hours/3.67 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):
AMT 0702

Prereq/Corequisites:
AMT 0702

AMT 0704 - Aviation Maintenance Technology General IV

This course introduces aircraft ground operations, fuels, cleaning and corrosion control methods, weight & balance, and performance of non-destructive testing. The student must achieve a minimum Final Comprehensive exam grade of 70% or above to pass the course and the Course Average must be a 70% or above to pass the course.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as needed)

Prereq/Corequisites:

AMT 0703

AMT 0712 - Aviation Maintenance Technology Airframe I

This course is designed to introduce skills and the necessary knowledge and understanding of aircraft structural assembly and rigging, aircraft non-metallic, and aircraft electrical systems.

Credit Hour(s): 225 Clock Hours/7.50 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):

AMT 0701 , AMT 0702 , AMT 0703 , AMT 0704 . Successful completion of all General subject courses.

Prereq/Corequisites:

AMT 0701, AMT 0702, AMT 0703, AMT 0704

AMT 0713 - Aviation Maintenance Technology Airframe II

This course is designed to introduce skills and the necessary knowledge and understanding of aircraft finishes and fabric covering, wood structures, assembly and repair of sheet metal structures, and introduction to aircraft welding techniques.

Credit Hour(s): 225 Clock Hours/7.50 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):

AMT 0712

AMT 0714 - Aviation Maintenance Technology Airframe III

This course is designed to introduce skills and the necessary knowledge and understanding of aircraft hydraulics and pneumatics, landing gear systems, aircraft cabin atmospheric control systems.

Credit Hour(s): 225 Clock Hours/7.50 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):

AMT 0713

Prereq/Corequisites:

AMT 0713

AMT 0717 - Aviation Maintenance Technology Airframe IV

This course is designed to introduce skills and the necessary knowledge and understanding of aircraft airframe fuel, ice and rain control, and fire detection, protection and extinguishing systems; instrument, position and warning, pitot static, and communications and navigation systems.

Credit Hour(s): 225 Clock Hours/7.50 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):

AMT 0714

Prereq/Corequisites:

AMT 0714

CJK 0002 - Introduction to Law Enforcement

This course is a component of the Florida Law Enforcement Academy. It is designed to introduce the student to law enforcement, the process for becoming a certified law enforcement officer, and the requirements of the academy program. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 12 Clock Hours/0.40 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0016 - Communication

This course is a component of the Florida Law Enforcement Academy. It is designed to enhance student awareness and understanding of communication and to teach students skills to enable them to effectively interact with people of diverse backgrounds. This course includes classroom instruction and scenario-based training exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 24 Clock Hours/0.80 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0018 - Legal

This course is a component of the Florida Law Enforcement Academy. It is designed to introduce the student to the criminal justice system, Constitutional Law and Florida Statutes. This course includes classroom instruction and scenario-based training exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 64 Clock Hours/2.13 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0019 - Interviewing and Report Writing

This course is a component of the Florida Law Enforcement Academy. It is designed to help the student learn vital communication skills including interviewing, note taking, statement taking, and report writing. This course includes classroom instruction and scenario-based training exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 56 Clock Hours/1.87 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0020 - Law Enforcement Vehicle Operations

This course is a component of the Florida Law Enforcement Academy. This course is designed to prepare prospective police

officers to apply vehicle operations knowledge, principles and techniques to the police driving environment. This course includes classroom instruction and practical application on the driving range. This course is only open to students admitted to the Florida Law Enforcement. Academy.

Credit Hour(s): 48 Clock Hours/1.60 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0021 - Serving Your Community

This course is a component of the Florida Law Enforcement Academy. It is designed to train students to respond to the needs of the community and people in distress. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 34 Clock Hours/1.30 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0031 - First Aid for Criminal Justice Officers

This course is a component of the Law Enforcement and Correctional Officer Academy. This course is designed to prepare prospective police officers to apply first responder knowledge and techniques to medical emergency situations. This course includes classroom instruction and hands-on practical demonstration. This course is open only to students admitted to the Law Enforcement or the Correctional Officer Academy.

Credit Hour(s): 48 Clock Hours/1.60 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0040 - Criminal Justice Firearms

This course is a component of the Florida Law Enforcement or Correctional Officer Academy. This course is designed to give the student basic skills and knowledge needed to safety operate a firearm, and shoot a handgun, and shotgun and/or rifle with a prescribed degree of accuracy. This course includes classroom instruction and firing range practice/qualification. This course is open only to students admitted to the Florida Law Enforcement or Correctional Officer Academy.

Credit Hour(s): 80 Clock Hours/2.67 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0051 - Criminal Justice Defensive Tactics

This course is a component of the Florida Law Enforcement or Correctional Officer Academy. It is designed to prepare prospective officers to control subjects and defend themselves using appropriate defensive tactics in accordance with Florida State Statue, the United States Constitution, and case law. This course includes classroom instruction and practical physical exercises and demonstrations. This course is open only to students admitted to the Florida Law Enforcement or Correctional Officer Academy.

Credit Hour(s): 80 Clock Hours/2.67 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0063 - Fundamentals of Patrol

This course is a component of the Florida Law Enforcement Academy. It is designed to enable students to understand Community Oriented Policing and how it is implemented as a problem solving model, identify the SECURE problem solving model its application in real life situations; understand officer safety issues, identify and avoid fatal errors, identify and manage stress, maintain mental and physical fitness; respond to a call, approach a suspect, make an arrest, transport a prisoner and process the prisoner at a detention facility. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 40 Clock Hours/1.33 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0072 - Crimes Against Persons

This course is a component of the Florida Law Enforcement Academy. It is designed to prepare the student to respond appropriately to a crime against a person; conduct a preliminary investigation on crimes against persons; and, give testimony in court proceedings. It includes classroom instruction and practical exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 48 Clock Hours/1.60 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0073 - Crimes Involving Property and Society

This course is a component of the Florida Law Enforcement Academy. It is designed to prepare the student to respond appropriately to crimes against property; conduct a preliminary investigation on crimes against persons; and, give testimony in court proceedings. It includes classroom instruction and practical exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 12 Clock Hours/0.40 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0079 - Crime Scene Follow-Up Investigations

This course is a component of the Florida Law Enforcement Academy. It is designed to prepare the student to respond to a crime scene, protect and survey a crime scene, process a crime scene, dust for latent prints, and document a crime scene by sketching, and conduct follow up investigations. This course includes classroom instruction and scenario-based training exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 34 Clock Hours/1.13 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0093 - Critical Incidents

This course is a component of the Florida Law Enforcement Academy. It is designed to enable students to identify the crowd control procedures to safely and effectively disperse or control a large group of people; understand local emergency response plans; respond to a bomb threat, assesses the scene, search and evacuate a building or suspected bomb sight, identify Weapons of Mass Destruction and properly respond to a WMD incident. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 44 Clock Hours/1.47 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0096A - Criminal Justice Physical Fitness I

This course is a component of the Law Enforcement Florida CMS and Correctional Officer Basic Recruit Academies. It is designed to encourage students to improve their overall physical fitness, improve their score on the final fitness evaluation, and adopt a foundation for lifelong fitness. This course is open only to students admitted to the Law Enforcement Florida CMS Basic Recruit Academy.

Credit Hour(s): 31 Clock Hours/1.00 Vocational Credit When Offered: (Fall, Spring, Summer) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0096B - Criminal Justice Physical Fitness II

This course is a component of the Law Enforcement Florida CMS and Correctional Officer Basic Recruit Academies. It is designed to encourage students to improve their overall physical fitness, improve their score on the final fitness evaluation, and adopt a foundation for lifelong fitness. This course is open only to students admitted to the Law Enforcement Florida CMS Basic Recruit Academy.

Credit Hour(s): 32 Clock Hours/1.00 Vocational Credit When Offered: (Fall, Spring, Summer) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0300 - Introduction to Corrections

This course introduces students to the legal and ethical responsibilities of a correctional officer. Legal terms and definitions are explained. This course is open only to students admitted to the Correctional Officer Basic Recruit Academy.

Credit Hour(s): 33 Clock Hours/1.10 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved

articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0305 - CJSTC Communications

This course covers the entire report writing process. Topics include interview and interrogation, interpersonal communication, and practical exercises. This course is open only to students admitted to the Correctional Officer Basic Recruit Academy.

Credit Hour(s): 42 Clock Hours/1.40 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0310 - Officer Safety

Correctional officer safety procedures are learned. Students will learn to identify potential hazards and learn how to safely respond. This course is open only to students admitted to the Correctional Officer Basic Recruit Academy.

Credit Hour(s): 12 Clock Hours/0.40 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0315 - Facility and Equipment

Students learn the appropriate procedures for inspecting a correctional facility and equipment. This course is open only to students admitted to the Correctional Officer Basic Recruit Academy.

Credit Hour(s): 12 Clock Hours/0.40 Vocational Credit When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0320 - Intake and Release

Students learn the appropriate procedures for admitting and releasing inmates in a correctional facility. This course is open only to students admitted to the Correctional Officer Basic Recruit Academy.

Credit Hour(s): 18 Clock Hours 0.60 Vocational Credit When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0325 - Supervising in a Correctional Facility

Students learn the appropriate procedures for supervising inmates in a correctional facility. They also learn to detect crimes and rule violations in various correctional facility settings. This course is open only to students admitted to the Correctional Officer Basic

Recruit Academy.

Credit Hour(s): 42 Clock Hours/1.40 Vocational Credit When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0330 - Supervising Special Populations

Students learn how to identify and supervise special population groups, such as threat groups, juveniles, elderly, and mentally ill inmates. This course is open only to students admitted to the Correctional Officer Basic Recruit Academy.

Credit Hour(s): 21 Clock Hours/0.70 Vocational Credit When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0335 - Responding to Incidents and Emergencies

Students learn how to identify and respond to situations involving escapes, riots, bomb threats, fires, and medical emergencies in a correctional facility. This course is open only to students admitted to the Correctional Officer Basic Recruit Academy.

Credit Hour(s): 18 Clock Hours/0.60 Vocational Credit When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0340 - Corrections CCP Physical Fitness

This course is a component of the Law Enforcement Florida CMS and Correctional Officer Basic Recruit Academies. It is designed to encourage students to improve their overall physical fitness, improve their score on the final fitness evaluation, and adopt a foundation for lifelong fitness. This course is open only to students admitted to the Law Enforcement Florida CMS Basic Recruit Academy or Correctional Officer Basic Recruit Academy.

Credit Hour(s): 30 Clock Hours/1.00 Vocational Credit When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0400 - Traffic Incidents

This course is a component of the Florida Law Enforcement Academy. It introduces the student to traffic incidents, laws pertaining to traffic parking, towing and impoundment of vehicles, and methods of directing traffic. It includes classroom instruction and practical exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 12 Clock Hours/0.40 Vocational Credit When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take

advantage of this opportunity.

CJK 0401 - Traffic Stops

This course is a component of the Florida Law Enforcement Academy. It introduces the student to the basic rules for conducting safe and effective traffic stops, including ethical consideration, safety considerations, citation and warning procedures. It includes classroom instruction and practical proficiency exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 24 Clock Hours/0.80 Vocational Credit When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0402 - Traffic Crash Investigations

This course is a component of the Florida Law Enforcement Academy. It introduces the student to traffic crash investigations, laws pertaining to traffic crashes and procedures for responding to a traffic crash. It includes classroom instruction and practical exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 30 Clock Hours/1.00 Vocational Credit When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0403 - DUI Traffic Stops

This course is a component of the Florida Law Enforcement Academy. It introduces the student to the basic rules for conducting safe and effective DUI stops, including identifying a driver under the influence of alcohol or drugs, conducting field sobriety tests, and completing a DUI investigation. It includes classroom instruction and practical proficiency exercises. This course is open only to students admitted to the Florida Law Enforcement Academy.

Credit Hour(s): 24 Clock Hours/0.80 Vocational Credit When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

CJK 0421 - Conducted Electrical Weapon/Dart-Firing Stun Gun

This course is a component of the Law Enforcement Florida CMS and Correctional Officer Basic Recruit Academies. It is designed to prepare students in the proper use of the Dart Firing Stun in accordance with the Florida State Statutes, the United States Constitution, and case law. It includes classroom instruction and practical physical exercises and demonstrations. This course is open only to students admitted to the Law Enforcement Florida CMS Basic Recruit Academy or Correctional Officer Basic Recruit Academy.

Credit Hour(s): 8 Clock Hours/0.26 Vocational Credit When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

DIM 0810C - Transit Equipment Preventative Maintenance Technician

The purpose of this course is to develop the competencies essential to the public transit bus technology industry. The competencies include understanding shop organization and management, demonstrating safety awareness and practices, and performing basic preventative maintenance procedures.

Credit Hour(s): 200 Clock Hours/6.67 Vocational Credits When Offered: (Fall)

EMS 0110 - Emergency Medical Technician

This is an instructional program that prepares students for employment as emergency medical technicians and treat various medical/trauma conditions using appropriate equipment and materials. The program prepares students for certification as EMT's in accordance with Chapter 64J of the Florida Administrative Code. This is the initial level for a career in emergency medical services and the primary prerequisite for paramedic training and certification.

Credit Hour(s): 300 Clock Hours/10.00 Vocational Credits When Offered: (Offered as needed)

Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

FFP 0010 - Firefighting I

This course is the first part of the Basic Fire Recruit Academy and prepares students for a career as a volunteer firefighter. Classroom instruction includes a variety of fire related topics which are reinforced and enhanced through practical skills activities. Upon completion, the student is eligible to test for certification as a volunteer firefighter through the Florida State Fire College and may elect to continue training in Firefighter II to pursue state certification as a career firefighter. Permission of the Public Safety Division is required.

Credit Hour(s): 191 Clock Hours/6.37 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the AA or AS degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or AS degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

FFP 0020 - Firefighting II

This course is the second part of the Basic Fire Recruit Academy and prepares students for a career as a firefighter. The delivery of instruction includes a variety of training in practical skills necessary for the mastery of the basic competencies required in the program. Upon successful completion of this course, the student is eligible to take the Bureau of Fire Standards and Training written and practical examination. Permission of the Public Safety Division is required.

Credit Hour(s): 301 Clock Hours/10.03 Vocational Credits When Offered: (Offered as needed)

Note:

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PMT 0121C - Basic Shielded Metal Arc Welding (SMAW)

This course provides instruction and demonstration using shielded metal arc welding (SMAW). Topics include visually inspect of welds, and basic SMAW technical terminology. Basic structural welding techniques will be demonstrated in accordance with American Welding Society (AWS) D1.1 structural welding code. Tack welding and metal joint fit of carbon steel is covered in this course.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as needed) Note:
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PMT 0126C - Intermediate Shielded Metal Arc Welding (SMAW)

This course will enable the student to identify metals using visual, magnetic and spark methods, identify and interpret welding symbols, demonstrate the ability to identify and use the correct filler metals and shielding gases and fabricate parts from a drawing or sketch using intermediate SMAW techniques.

Credit Hour(s): 90 Clock Hours/3.00 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):
PMT 0122C [Inactive]

Note:
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PMT 0127C - Advanced Shielded Metal Arc Welding (SMAW)

This course will provide the student with hands-on skills performing tests, examining metal surfaces, and setting up shielded metal arc (SMAW) equipment to make groove welds, all positions on plain carbon steel. The student will perform lab/shop procedures to safely prepare the area, demonstrating the ability to identify and use filler metals and shielding gases as well as performing visual and destructive analysis in the qualification testing of welds on carbon steels.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as needed)

Prerequisite(s):
PMT 0126C

Note:
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PMT 0134C - Gas Metal Arc Welding (GMAW)

An introduction to metal inert gas welding (MIG). Emphasizes the principles involved in the operating of MIG equipment.
A beginning course in welding principles of MIG.

Credit Hour(s): 60 Clock Hours/2.00 Vocational Credits When Offered: (Offered as needed) Note:
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Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0137C - Gas Tungsten Arc Welding

An advanced course in welding principles of TIG welding.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as Needed) Note:

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PMT 0143C - Flux-Core Arc Welding

Students will be able to make quality welds using the FCAW in the flat, horizontal, vertical and over-head positions. This course also includes instructions in metal transfer and shielding gases associated with the FCAW process. Students will use information contained in the textbook, instructions, and demonstrations by the instruction.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as Needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0153C - Metal Preparation and Thermal Cutting Processes

This course enables the student to set up, inspect, operate, and perform oxy/fuel cutting equipment, air carbon arc and plasma arc cutting activities. Students will learn methods for piercing, slotting, squaring, and beveling plain carbon steel, aluminum, and stainless steel.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0165C - Shielded Metal Arc Weld (SMAW) Pipe Welding

This course emphasizes principles of welding pipe using the shielded metal arc (SMAW) process. Fabrication and welding of pipe in the 1, 2, 5, and 6 g positions are stressed.

Credit Hour(s): 210 Clock Hours/7.00 Vocational Credits When Offered: (Offered as needed) Note:

*Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0172C - Gas Tungsten Arc / Shielded Metal Arc (Combo) Pipe Welding

This course emphasizes principles of welding pipe using the gas tungsten arc (GTAW) process combined with the shielded metal arc (SMAW) process. Fabrication and welding of various size and thickness pipe in the 1, 2, 5, and 6 g positions are stressed.

Credit Hour(s): 270 Clock Hours/9.00 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.

PMT 0173C - Specialty Pipe Welding

This course presents technical information on gas tungsten arc welding preparation for welding pipe and pipe welding defects. The training develops the manual skills necessary to produce high quality groove welds on stainless steel pipe in the 2g, 5g and 6g positions.

Credit Hour(s): 120 Clock Hours/4.00 Vocational Credits When Offered: (Offered as needed) Note: *Vocational courses are not applicable to the A.A. or A.S. degree or to the College Credit Certificate without an approved articulation agreement. Vocational courses, offered in clock hours, are courses that can be used for the awarding of Career and Technical or Vocational Certificates. In addition, vocational courses may be articulated to college credit and applied to college credit certificates or A.S. degree programs. Students should work closely with an advisor to plan their studies in a way to take advantage of this opportunity.