2026-2027
GENERAL CATALOG

Fall 2026 Volume

CISCO COLLEGE
Cisco College District
101 College Heights
Cisco, Texas

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

As prescribed by state law, policy-making functions and supervisory oversight of the College are vested in a Board of Regents. Nine board members delegate professional responsibility for daily operations to the College President and a staff of administrators.

Programs Accredited by:

American Society of Health Systems Pharmacists

- PTAC Pharmacy Technician Accreditation Commission I

Commission on Accreditation of Allied Health Education Programs

- ARC/STSA

Commission on Accreditation for Respiratory Care

Programs Approved by:

Texas Board of Nursing
Texas Department of Licensing and Regulation
Texas Higher Education Coordinating Board

Member of:

American Association of Community Colleges
National Junior College Athletic Association
North Texas Junior College Athletic Association
Southern Association of Collegiate Registrars and Admissions Officers
Southwest Junior College Football Conference
Texas Association of Collegiate Registrars and Admissions Officers
Texas Association of Community College Business Officers
Texas Association of Community Colleges
Texas Association of Community Colleges for HR Professionals
Texas Association of Deans and Directors of Professional Nursing Schools
Texas Association of School Boards
Texas Association of Schools of Art
Texas Community College Teachers Association
Texas Organization of Associate Degree Nurses

Board of Regents

As prescribed by state law, policy-making functions and supervisory oversight of the College are vested in a Board of Regents. Nine board members delegate professional responsibility for daily operations to the College President and a staff of administrators.

Brad Kimbrough	President
Jerry Conring	Vice President
Ricky Whatley	Secretary
Greg Cary	Member
Jayln Johnson	Member
Rick Watts	Member
Staci Wilks	Member
Kyle Wilks	Member
Kenneth Preston	Member

Notice of Nondiscrimination

The College does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The following persons have been designated to handle inquiries regarding the non-discrimination policies.

Christina Mendenhall
Title IX Coordinator
101 College Heights
VoTech – Cisco Campus
Cisco, Texas 76437
254-442-5022

Rebecca Hargus
Disability Services Coordinator
101 College Heights
Schaefer Hall – Cisco Campus
Cisco, Texas 76437
254-442-5023

Kyle Wiskow
Disability Services Coordinator
717 E. Industrial Blvd
Office 5 – Abilene Educational Center
Abilene, Texas 79602
325-794-4405

Notice to Students

The administration, faculty, and staff of Cisco College believe that educational and other programs of the institution, including those described in this publication, are effective and valuable, and that they provide skills in keeping with the subject matter of the programs. The ultimate results of programs offered, however, depend on the personality and energy of the student, on governmental or institutional regulations, and on market conditions. Therefore, except as specifically stated herein, Cisco College makes no representation of contract that following a particular course or curriculum will result in specific achievement, employment or qualification for employment, admission to a baccalaureate degree program, or licensing for a particular profession or occupation.

It is sometimes necessary or appropriate to change the programs offered. Cisco College retains the right to terminate or change any of its policies, programs, requirements, course offerings, class schedules, teacher assignments, and any and all other aspects of its educational and other programs at any time without prior notice.

Abbreviations

The catalog uses the following degree and program abbreviations:

A.A.	Associate of Arts	F.O.S.	Field of Study
A.A.T.	Associate of Arts Teaching	Level II	Level II Certificate
A.A.S.	Associate of Applied Science	Level I	Level I Certificate
A.S.	Associate of Science	O.S.A.	Occupational Skills Award

Accounting (ACCT, ACNT)	German (GERM)
Agriculture (AGRI)	Government (GOVT)
Anthropology (ANTH)	History (HIST)
Art (ARTS)	Humanities (HUMA)
Athletic Training (KINE)	HVAC (HART)
Automotive Technology (AUMT, ABDR)	Industrial Technology (BMGT, CNBT, CETT, DFTG, ELPT, ENTC, HART, HYDR, IEIR, INTC, MCHN, PFPB, RBTC, SEST, SMER, WDWK, WLDG)
Biology (BIOL)	Kinesiology (KINE)(PHED)
Business (BUSI)	Mathematics (MATH)
Business Administration Management (BUSI)	Management (ACNT, BMGT, BUSG, ITSC, ITSW, MRKG, HRPO)
Business Computer Information Systems (BCIS, COSC)	Medical Assisting Technology (FMLD, HITT, MDCA, MRMT)
Business Systems Technology (ACNT, ITSW, POFI, POFT)	Music (MUEN, MUAP, MUSI)
Certified Nurse Aide (CNA, NURA)	Nursing (RNSG, VNSG, HPRS)
Chemistry (CHEM)	Pharmacy Technician (PHRA)
Child Care Technology (CDEC, TECA)	Phlebotomy (PLAB)
Computer Numerically Control (CNC)	Philosophy (PHIL)
Communication (COMM)	Physics (PHYS)
Computer Science (COSC)	Psychology (PSYC)
Cosmetology (CSME)	Reading (READ)
Criminal Justice (CJCR, CJLE, CJSA, CRIJ, HMSY)	Real Estate (RELE)
Developmental Education (DERW, DMAT) (DMAT) (DESS) (DESL) (DENG)	Respiratory Care Technology (RSPT)
Economics (ECON)	Sociology (SOCI)
Education (EDUC)	Spanish (SPAN)
Engineering (ENGR)	Speech (SPCH)
English (ENGL)	Surgical Technology (HPRS, SRGT)
Fire Fighter (FIRS) (EMSP)	Theatre (DRAM)
Fire Technology (FIRT)	Wrangler Band (MUAP, MUEN)
French (FREN)	Wrangler Belles (KINE)
Geology (GEOL)	Welding (WLDG)

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Academic Year 2026-2027 Calendar

The academic year calendar is approved by the Cisco College Board of Regents and publicly available at https://www.cisco.edu/college-calendar.

Cisco College offers the following semesters:

- Long semesters – the traditional academic term that ranges from 16-18 calendar weeks, depending on holidays. Long semesters are Fall, Spring, and Long Summer.
- 8-week semester – a short term approximately half the length of a long semester. 8-week semesters run concurrently with Fall and Spring semesters and are referred to as 1st 8 weeks and 2nd 8 weeks.
- 5-week semester – a short term that makes it possible to complete a full-time student load (12 semester credit hours) within the summer break. 5-week semesters run concurrently with Long Summer and are referred to as Summer I and Summer II.
- Minimester – an accelerated term that makes it possible to complete a course on a compressed schedule. Minimester courses meet up to 4 hours per day for up to 6 days per week for 3 weeks. Online minimesters are also offered. Minimesters are scheduled in May, August, and December. Students must be able to spend a significant portion of time daily on a minimester course.

Term Dates

A complete list of dates can be found on our website.

Academic terms for continuing education and Health Science programs that utilize cohort scheduling may vary by program. Students should consult their program handbook and course syllabi for term and course dates.

Please check the academic calendar and website each semester for these important dates:

Registration Dates	Financial Aid & Payment Deadlines
Final Exams	College Holidays
Graduation Application Deadlines	Commencement Dates

Mission

The Mission of Cisco College is to provide quality, affordable, educational opportunities to meet the diverse academic, technical, and career needs of the students and communities we serve.

The Mission statement of Cisco College is consistent with the Texas Education Code 130.0011, which states that the Mission of public junior colleges shall be two-year institutions primarily serving their local taxing districts and service areas in Texas and offering vocational, technical, and academic courses for certification or associate degrees, as well as continuing education, remedial and compensatory education consistent with open-admissions policies.

Core Values

Cisco College facilitates **Student Success** by ensuring open-door access to diverse educational opportunities, embracing innovation and best practices, and providing effective student support.

Cisco College insists on **Excellence** in our programs, instruction, services, management and learning environment.

Ethics and Philosophy

At Cisco College, ethical standards and a commitment to excellence are the foundations for creating an environment of life-long learning. The college is committed to fulfilling its mission by providing a positive, encouraging and success-oriented environment. All members of the college community are encouraged to act with mutual respect, integrity and professionalism towards one another and when representing the college to the greater community.

College policies that support innovation, sponsor collaboration, maintain open communication, encourage students and employees to adapt to change, call for efficient and effective use of college resources, and promote and protect the rights of each individual in the college community are enforced. This includes freedom from harassment and freedom for students and employees to develop and learn.

Cisco College adheres to both state and federal regulations and policies and accepts its responsibilities to students, employees, and the taxpaying citizens of Texas. The college strives to meet these responsibilities with fairness, accountability and integrity.

Guiding Principles

The principles that guide our expectations of learning and working together at Cisco College reflect our values as a community of learners and educators. The college's commitment to ethical standards is demonstrated through these principles.

- *Learning:* We believe an emphasis on teaching and learning should be the guiding force behind everything we do at Cisco College.
- *Respect:* We respect and value each and every student and employee as a unique individual making an important contribution to the College.

- *Integrity:* We work and interact with honesty, integrity, and mutual trust—looking beyond self-interests and without hidden agendas.
- *Communication:* We listen carefully and communicate respectfully, giving genuine consideration to multiple perspectives and diversity of thought.
- *Cooperation:* We work together to achieve common goals, offering support and building consensus.
- *Joy:* We encourage fun and laughter, taking joy in our work and our learning while celebrating our successes.
- *Innovation:* Always striving to improve, we encourage innovation and risk taking without the fear consequences for unsuccessful endeavors.

History

The history of Cisco College began in 1909 with the opening of a private school known as Britton Training School. This school operated successfully until military involvement in World War I depleted the number of students that it was forced to close. In 1923, the Christian Church of Texas reopened the institution as Randolph College and operated it until 1932 as a four-year church-related school. Financial shortages required the college again to be closed. On May 8, 1939, Cisco citizens succeeded in getting legislation enacted which created Cisco Junior College as a part of the Cisco Independent School District. Such was the success of this venture that, in 1956, the college was separated from the public schools, and a Board of Regents was elected.

Today, Cisco College is an open enrollment, public, two-year institution whose mission is to provide quality learning experiences for its diverse student population. Academic transfer courses, career and technical education courses and continuing education courses are offered to support the needs of the traditional and non-traditional students.

Cisco College serves a primarily rural segment of West Central Texas. The main campus in Cisco functions as a traditional college campus with dormitories, athletics, band, and other student activities. The Abilene Educational Center is a commuter only-location, offering a wide range of both day and evening classes to both traditional and non-traditional students.

Location

Cisco is conveniently located in Eastland County between Fort Worth and Abilene, where Highways 183, 206 and 6 intersect Interstate 20. The 92-acre campus in Cisco rests atop a hill one mile north of the town and presents a beautiful view of the surrounding country.

Forty miles west of Cisco is home to Cisco College's second location. The Abilene Educational Center, opened in 2004, offers a full schedule of classes. The 38-acre site at 717 E. Industrial Boulevard in Abilene has served to enhance the outreach and impact of Cisco College in West Central Texas. The state-of-the-art 81,000 sq. ft. facility can accommodate up to 3,600 students. Over 120,000 friendly people who take great pride in their hometown and the Western heritage of the area live in Abilene. It is known as the commercial, educational, medical, and cultural center of a 22-county trade area and is home to Dyess Air Force Base.

Admission and Withdrawal

Applications for admission should be directed to the Admissions Office. The student is responsible for meeting all admission requirements; failure to do so within a reasonable period of time after registration may cause the student to be placed on non-credit status for work in which the student is enrolled.

Admission Process & Requirements

Completion of the following is necessary to gain admission to Cisco College.

1. *Application for Admission:* Application for admission is available online at www.cisco.edu.
2. *Official Transcript:*
   - High School – An official transcript from an accredited high school must be filed with the Admissions Office before full admission is granted.
   - Transfer – All official transcripts must be presented before students transferring from other colleges can be accepted. The transcripts must also show evidence of honorable dismissal. Do not send partial or incomplete transcripts unless requested to do so.
   - Examination in Lieu of Transcript - An applicant may be admitted without a high school diploma if the high school class to which the applicant belonged has graduated, the applicant is at least 17 years old and has passed the General Education Development (GED) Test.
   - Specialized Admission Options – See "specialized admission" for the required documentation.
3. *Texas Success Initiative*: Submit scores for the Texas Success Initiative (TSI) or submit proof of exemption. Students who have not taken the TSI test and who are not eligible for an exemption must contact the Cisco College Counseling Office for TSI testing information. Transfer students must also meet TSI requirements.
4. *Health Examination:* A student wishing to participate in collegiate athletics at Cisco College must have a physical examination at their own expense by their own medical doctor and submit the results on the Health Certificate to the appropriate Athletic Coach.
5. *Bacterial Meningitis Vaccination:* Cisco College, in compliance with Texas Education Code, Section 51.9192, Subchapter Z, as amended by the 82nd Texas Legislature, now requires the bacterial meningitis vaccination for all entering students enrolling in classes. Students must provide to the Cisco College Admissions Office a certificate signed by a health practitioner indicating they have been vaccinated against bacterial meningitis. Cisco College and the Texas Education Code make these provisions applicable to entering students only enrolling or transferring to Cisco College on or after January 1, 2012 (students age 22 and above are exempt from vaccination requirement). For information and questions concerning the required bacterial meningitis vaccination, please refer to the Cisco College website or contact the Cisco Admissions Office at 254-442-5130 or email admissions@cisco.edu.
6. *Residency Information:* Texas Higher Education Coordinating Board rule 21.731 requires each student applying to enroll at an institution to respond to a set of core residency questions for the purpose of determining the student's eligibility for classification as a

resident. See the Cisco College website, www.cisco.edu, to access the Oath of Residency form and answer these questions. Submit the completed form to the Admissions Office.

7. *Registration:* Registration at Cisco College occurs online utilizing Campus Connect. New students are encouraged to contact the Counseling Office to learn how to use Campus Connect.
8. *Payment of Tuition and Fees:* A student is not officially enrolled until the completion of the payment process. The payment process for fall, spring, or long summer sessions can be completed as follows:
    - A student may pay tuition and fees in full prior to the beginning of the semester; or
    - A student may contract with Nelnet formerly FACTS Management Co. for an installment payment plan. To learn more about this installment payment plan, speak with one of our business office personnel or access e-Cashier on campus connect, or
    - A student may use awarded financial aid if it is of sufficient amount to meet the minimum required payment, or
    - A student may use a contractual arrangement with a third-party. In this case, it is the student's responsibility to make certain that the Cisco College Business Office has copies of all necessary paperwork.

International Students

Prospective students who are not legal citizens of the United States and are planning to enter the U.S. on an F-1 visa will need to submit the following required documentation no later than the stated deadlines, for consideration of acceptance to Cisco College. Please submit all documents, including the $100.00 (USD-US dollar) application fee, in one packet.

IMPORTANT NOTE: If a packet is incomplete, an email identifying the missing requirements will be sent. All of the admission requirements must be met prior to the I-20 being issued. All documents that are not in English must be accompanied with an official translation.

1. *$100.00 (USD-US dollar) non-refundable International Student Application Fee:* This fee must be received before a student ID is issued to a student. DUE TO THE COST AND EXPENSE OF MAILING TO FOREIGN COUNTRIES, AN I-20 WILL NOT BE ISSUED UNTIL THE $100 (USD) APPLICATION FEE IS RECEIVED FROM THE APPLICANT. This is a required fee and is charged to ALL international students and is not covered by scholarships. This fee will need to be submitted in the form of a cashier's check or money order made out to Cisco College.
2. *International Application:* Please print and complete this application.
3. *Certificate of Health:* Please print this form and take it to your medical doctor to be completed and signed. Legible copies of immunization records for: Diphtheria and Tetanus (within the last 10 years), Bacterial Meningitis (within the last 5 years), Poliomyelitis (types I, II and III), Measles, Mumps, and Rubella. Please note: if records are not in English, translation is required.
4. *Transcripts:* Official transcripts of completion from high school or a secondary school, and official transcripts from all colleges attended. If the transcript is not in English, translation will need to accompany the official transcript.
5. *Confirmation of Financial Resources Form:* Please print this form and have your or your sponsor's financial institution complete, sign, and seal the appropriate areas. Also, submit

financial evidence of $15,000.00 USD, such as a current bank statement or official letter from the bank. Both documents must not be older than six (6) months at the time you begin classes. Please note: if you have been granted a scholarship for a Cisco College sport, you will need to submit evidence of the difference between the scholarship amount and the $15,000.00. You will also need to have funds to cover the $100 (USD) application fee.

6. *TOEFL:* If English is not your native language, the TOEFL (Test of English as a Foreign Language) is required. Website: www.ets.org/toefl Score report minimum scores: PBT– 500; iBT– 61 The IELTS score is also accepted, the minimum score is 6. Institution Code: 003553.
7. *Dependents:* Any documentation showing proof of dependents (if applicable).
8. *Passport*: A copy of the front page of your passport showing your name, country of origin and the expiration date of the passport.
9. *Statement of Understanding:* Please print and complete.
10. Copies of all I-20s issued since initial entrance into the United States, if applicable.
11. All international students are required to provide proof of health insurance coverage prior to the first class day.

Cisco College requires that all international students must have health and accident insurance for the length of time the student is enrolled in classes. The student may not allow health/accident insurance to lapse during their enrollment at Cisco College. The coverage for health/accident insurance must be purchased through ISO Student Health Insurance at the following website: https://secure.visit-aci.com/insurance/ISP/start.aspx

F-1 students wanting to transfer from another U.S. college must submit the following items in addition to those listed above, no later than the stated deadlines:

1. A copy of your F-1 visa.
2. A copy of your I-94 card (front and back).
3. A copy of your current I-20 (all three pages).
4. A copy of your Social Security card, if you have already been issued a card/number since having been in the United States.
5. An Advisors Report completed by your current International Student Advisor.

Prospective students who have been granted acceptance to Cisco College will be notified by letter and an initial I-20, as soon as your documents have been processed. The student can then go to their Embassy to obtain the F-1 visa, unless they are already in the United States on an F-1 visa. Cisco College accepts F-1 visas only. Please note that students who do not have a Social Security number will be issued a Cisco College ID number.

Concurrent International Students

International students who are enrolled full-time at another college/university and who have SEVIS records that are maintained by that institution, but wish to concurrently enroll in courses at Cisco College, will need to submit the following documents to the International Student Liaison in order to register for courses at Cisco College.

1. Official Transcript from current college or university.
2. Proof of the Bacterial Meningitis vaccine given within the last five years.

3. Copies of current I-20, passport, F-1 visa, and I-94.
4. An Advisors Report completed by your current International Student Advisor.

Documents must be submitted by the deadlines for Fall, Spring, and Summer semesters. These deadlines are as follows.

Fall Semester	July 15th
Spring Semester	November 15th
Summer Semesters	April 15th

Deadlines for mini-mesters are as follows:

December Mini-mester	November 1st
May & July Mini-mesters	April 1st
August Mini-mester	July 1st

Each student will need to contact the International Student Liaison by email at international.admissions@cisco.edu to receive confirmation of documents received prior to filling out the on-line application for Cisco College. A Cisco College ID number will be issued to students who do not have a Social Security number. Submit all items to:

International Student Liaison
Cisco College
101 College Heights
Cisco, Texas 76437

Specialized Admission

1. *Early Admission Programs*: High school students who have complied with the requirements of the Texas Success Initiative and the Texas Administrative Code governing dual credit may enroll in college classes. Course options are determined by the college and independent school district. For dual credit admissions requirements and program specifics, please reference the Dual Credit Handbook located at www.cisco.edu.
2. *Individual Approval*: Any person who is not a graduate of an accredited high school may be admitted for one semester to any class below the sophomore level on the basis of satisfactory performance on a standardized entrance assessment (ACT, SAT, GED), personal recommendations, or other criteria which are determined to be necessary by the College in order to make a valid admissions decision.
3. *Technical Programs*: Admission requirements in certain technical programs may vary. These variations are noted under the specific programs in this catalog.

Transfer Admission from another College

Applicants transferring from another institution must submit an official transcript of their college or university record. Transfer students are eligible to enroll at Cisco College if they are eligible to enroll in the college from which they are transferring. The following conditions restricting the transfer of credits apply.

Courses taken for credit in which a student has earned a passing grade may be transferred from any college accredited through one of the six regional accrediting associations in the United States. Transfer credit will not be given for developmental, remedial, or any other non-degree credit course.

Transfer students seeking a degree from Cisco College must obtain an evaluation of transfer credits. The evaluation of transfer credits is completed on a course-by-course basis by the Cisco College Counseling Office and will assist the student in preparing the proper degree plan. Approved courses transferred to Cisco College will be documented on the student's academic transcript.

Students transferring to Cisco College will be evaluated for college readiness in one, two, or all three areas of the Texas Success Initiative. Students not qualifying as college-ready in all areas will be required to test in those areas prior to enrollment. Students must bring transcripts to a counselor for evaluation of this exemption. This should occur several weeks prior to registration to prevent delays in enrollment.

Minimum Documentation Requirements

The following documents are required prior to registration for a student's permanent file in the Admissions Office: Application, Oath of Residence, official Texas Success Initiative (TSI) placement scores, proof of exemption from the Texas Success Initiative, high school transcript, college transcripts, GED. If for any reason these documents are not provided prior to registration, grades will be held, and a student may not enroll for the next semester. Questions should be directed to the Dean of Enrollment Services.

Alternative Credit Awards

Transfer of Credit to Cisco College

College-level coursework satisfactorily completed at a regionally accredited college or university, including courses with a grade of 'D,' will be accepted for transfer to Cisco College. Developmental coursework is not transferred as credit but is considered in determining a student's Texas Success Initiative status. A course-by-course evaluation of transfer work for students seeking a Cisco College degree or certificate will be completed by the Counseling Office during the first semester of attendance at Cisco College. Receipt of official transcript(s) is required for admission, and is required before transfer coursework will be posted to a student's transcript. Students must enroll for a semester before coursework will be posted to a transcript. Students wanting to know how coursework will transfer prior to enrollment must provide a counselor with a copy of their transcript(s). Acceptance of transfer coursework does not guarantee applicability of coursework to a certificate or degree. This will be dependent on the prior coursework and the student's chosen certificate or degree.

Resolution of Transfer Disputes for Lower Division Courses

If an institution of higher education (i.e., the receiving institution) does not accept course credit earned by a student at another institution of higher education (i.e., the sending institution), the receiving institution shall give written notice to both the student and the sending institution that

transfer of the course credit is denied. This written notice shall include the reason(s) for denying the credit, procedures for resolving transfer disputes for lower-division courses and instructions for appealing the decision. A student who receives this written notice may dispute the denial of credit by contacting a designated official at either the receiving or the sending institution. The two institutions and the student shall attempt to resolve the transfer of the course credit in accordance with THECB rules and/or guidelines.

If the transfer dispute is not resolved to the satisfaction of the student or the sending institution within 45 days after the date the student received written notice of denial, the sending institution may notify the Commissioner in writing of the request for transfer dispute resolution, and the receiving institution shall notify the Commissioner in writing of its denial and the reason(s) for the denial.

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

Reverse Transfer

Reverse transfer is a process where academic credits for applicable coursework taken at a university are transferred back to Cisco College so that the student may receive an associate degree while they complete coursework at their university.

Students are eligible to reverse transfer university credits to Cisco College to complete the requirements for an associate's degree if they have:

- earned at least 30 credit hours from Cisco College.
- transferred from Cisco College to a 4-year college or university.
- earned at least 66 credit hours total, including coursework completed at your university.

Students must grant their university authorization to send their university transcript to Cisco College. Talk to a Cisco College counselor for help setting up a reverse transfer or contact the registrar's office.

Credit by Examination

College Level Examination Program (CLEP)

A student may earn credit by examination through the College Level Examination Program (CLEP). Cisco College will award credit for only specified subject examinations for a student that presents an official score report with qualifying scores. To obtain a current list of the CLEP Tests accepted, with the required scores and the courses that will be credited, please contact a Counselor or check the Cisco College website. To receive credit for an English course, a student must pass the required multiple-choice section and take and pass the optional essay. The optional essay must be sent to Cisco College and will be graded by the Department of English.

Students with acceptable scores must see a counselor to request to have the credit added to their transcript. Credit will be recorded on a student's transcript with the notation "CLEP Credit" after a student has been enrolled for a semester. Such credit earned by examination may not be used to meet

the residency requirement for graduation. Students planning to transfer CLEP credit(s) to another college or university should check with that school as to its policy on transferring and accepting CLEP credit.

College Board Advanced Placement (AP)

A student may earn credit by examination through the Advanced Placement (AP) Program. Cisco College will award credit for selected AP tests for a student that presents an official score report with qualifying scores on those tests that are accepted by the institution. To obtain a current list of the accepted AP tests with the required scores and the courses that will be credited, please contact a Counselor or check the Cisco College website.

Students with acceptable scores must see a counselor to request to have the credit added to their transcript. Credit will be recorded on a student's transcript with the notation "AP Credit" after a student has been enrolled for a semester. Such credit earned by examination may not be used to meet the residency requirement for graduation. Students planning to transfer AP credit(s) to another college or university should check with that school as to its policy on transferring and accepting AP credit.

Credit for Military Services

Veterans that submit a form DD-214 to a counselor may receive two (2) semester hours of KINE credit. Additional credit (up to six credit hours) may be awarded upon the presentation of military transcripts (AARTS, SMART, etc.).

Credit for Professional Certification

Students holding Texas Commission on Law Enforcement Officer Standards Examination (TCOLE) Certification may be eligible to receive college credit in Criminal Justice coursework.

Students holding a current Child Development Associate Credential (National Credential) may be eligible to receive college credit in Child Care Developmental/Early Childhood coursework.

Students holding a Basic Firefighter Certificate from the Texas Commission on Fire Protection may be eligible to receive credit for college coursework. In addition, Intermediate and Advanced Certificate Firefighting Training may also be eligible for college credit.

Students must provide documentation of their certificate to a counselor to receive credit. Students must enroll for a semester before credit will be posted to a transcript. Acceptance of the coursework does not guarantee applicability of the coursework to a certificate or degree. This will be dependent on the credit awarded and the student's chosen certificate or degree.

International Baccalaureate Diploma Program

A student that graduates from the International Baccalaureate (IB) Diploma Program will be eligible for credit at Cisco College. An IB Diploma graduate with an overall score of 24 or higher, with at least a 4 on each exam, will receive a minimum of 24 semester hours of credit. An IB

Diploma graduate with an overall score of 24 or higher, but who does not receive at least a 4 on each exam, may receive less than 24 semester hours of credit. To obtain a current list of the IB exams, with the required scores and the courses that will be credited, please contact a Counselor or check the Cisco College website.

Students with acceptable scores must see a counselor to request to have the credit added to their transcript. Credit will be recorded on a student's transcript with the notation "IB Credit" after a student has been enrolled for a semester. Such credit earned by examination may not be used to meet the residency requirement for graduation. Students planning to transfer IB credit to another college or university should check with that institution as to the policy on transferring and accepting IB credit.

Texas Success Initiative

The Texas Success Initiative (TSI) is a program designed to ensure students attending public colleges and universities in Texas have the necessary writing, reading (ELAR), and math skills to be successful in college-level coursework. The Texas Success Initiative involves an assessment component (TSIA2 test) and includes both a holistic advising component and a developmental education program for those students who do not place into college-level coursework. Students who are not exempt from the Texas Success Initiative must present TSI test scores in order to register. These test scores are used to determine appropriate academic placement into courses. Students who are exempt must present official documentation of their exemption in order to register.

TSIA2 Exemptions

Students are exempt from all requirements of the Texas Success Initiative Assessment 2.0 and are free to enroll in college-level coursework if they provide official documentation of one of the following:

1. They have graduated with an associate's or bachelor's degree from an institution of higher education.
2. They are serving on active duty as a member of the armed forces of the United States, the Texas National Guard or as a member of a reserve component of the armed forces of the United States and have been serving for at least three years preceding enrollment.
3. They were, on or after August 1, 1990, honorably discharged, retired, or released from active duty as a member of the armed forces of the United States or the Texas National Guard or as a member of a reserve component of the armed forces of the United States.
4. Students may be exempt from one, two, or all three sections of the Texas Success Initiative Assessment 2.0 if they have met standards on one of the following tests:
    - ***ACT—***Composite score of 23 or higher and a minimum of 19 on the English section will exempt a student from the reading and writing sections of the TSIA2. A composite score of 23 or higher and a minimum of 19 on the math section will exempt a student from the math section of the TSIA2. Scores must be less than 5 years old and from a national test administration.

- ***SAT testing prior to March 5, 2016—***Students who took the SAT test prior to March 5, 2016 may use the following scores: Combined critical reading (formerly "verbal") and mathematics score of 1070 with a minimum of 500 on the critical reading test shall be exempt for both reading and writing sections of the TSIA2 Assessment, and/or 500 on the mathematics tests shall be exempt for the mathematics section of the TSIA2 Assessment.
- ***SAT testing administered on or after March 5, 2016—***a minimum score of 480 on the Evidenced-Based Reading and Writing (EBRW) test shall be exempt for both reading and writing sections of the TSIA2 Assessment; a minimum score of 530 on the mathematics test shall be exempt for the mathematics section of the TSIA2 Assessment. There is no combined score. The newly-approved scores became effective August 10, 2016.
- ***STAAR testing beginning in spring 2014***—For a period of 5 years from the date of testing, a student who is tested and performs on the eleventh grade exit level STAAR end-of-course (EOC) wih a 4000 minimum score **(on the combined reading and writing test)** of Level 2 on English III shall be exempt from the TSIA2 assessment required for reading and writing. A student with a 4000 minimum score of Level 2 on the Algebra II EOC shall be exempt from the TSIA2 assessment required for the mathematics section.

Temporary Texas Success Initiative Assessment 2.0 Waivers

A student enrolling in a Level I Certificate Program will have Texas Success Initiative Assement 2.0 testing requirements waived as long as the student enrolls only in the coursework for a Level I Certificate. Unless otherwise exempt, a student will need to take the TSIA2 prior to enrolling in any coursework towards a degree that is outside the Level I Certificate.

Transfer Student Exemption

Transfer students not exempt by any of the above exemptions may also be evaluated for college readiness by previous coursework in one or both areas of the Texas Success Initiative. Students not qualifying as college-ready in all areas will be required to test in those areas prior to enrollment. Students must bring transcripts to a counselor for evaluation of this exemption. This should be done several weeks prior to registration to prevent delays in enrollment. Students who need to test may contact the Testing Center for information on testing.

Withdrawal

Administrative Withdrawal

Cisco College reserves the right to administratively withdraw a student from a class, a program, or from the College for circumstances such as:

- Unmet financial obligation(s) to the College.
- Health reasons that constitute a danger to self, to others, pending the outcome of competent medical evaluation and/or treatment

- Threats to the safety, life or property of members of the academic community, including act(s) in violation of federal, state, civil, or criminal laws or city ordinances, regardless of whether the act occurred on or off campus and regardless of whether the individual is ultimately convicted of the act
- Disruption of the educational process
- Suspension or expulsion from the College
- Failure to respond to an official summons from a College official

The withdrawn student may also be removed from the campus and barred from re-enrollment until such time as specific conditions have been met. The penalty may be imposed effective with the date of the circumstance and/or violation, or as otherwise appropriate.

Official Withdrawal

Should circumstances require that a student totally withdraw from the College prior to final examinations, they must OFFICIALLY WITHDRAW THROUGH THE ADMISSIONS OFFICE. Any student who stops attending class and fails to officially withdraw is subject to a grade of F in each course.

Student Withdrawals

Students may withdraw from a course through the online registration system, by contacting a college counselor or by completing the appropriate withdrawal paperwork in the admissions office. Please check the college website for student withdrawal deadlines.

Financial Aid

Several financial aid programs are available to students. Funds for these programs are provided by Cisco College, by the state and federal governments. Financial aid is awarded on the basis of need, merit, and/or performance in the form of grants, scholarships, loans and work programs. Information may be found on the Cisco College website or requested by phone or by e-mail. Entrance and exit counseling is required for all student borrowers.

Free Application for Federal Student Aid (FAFSA)

Students seeking aid from the Pell Grant Program, College Work-Study Program (CWSP), the Supplemental Educational Opportunity Grant (SEOG), Texas Public Education Grant (TPEG), and The William D. Ford Federal Student Loan Program MUST complete a Free Application for Federal Student Aid (FAFSA). The online version of the FAFSA is available at https://studentaid.gov/ A hard copy version of the FAFSA can be obtained from high schools, colleges, the Financial Aid Office at Cisco College, or by writing: Federal Student Aid Information Center, P.O. Box 84, Washington, D.C. 20044.

When completing the application, the Cisco College Title IV code number (003553) must be entered at the appropriate place in order for the College to receive the information and issue the aid.

Grants/Waivers

Achievement Scholarship for Service Area Graduates

Cisco College is pleased to offer the "Achievement Scholarship" to graduating seniors of high schools located in the Cisco College service area. The purpose of the scholarship is to reward our high school graduates for achieving this milestone, and give them an incentive to begin their post-secondary education. The scholarship is available for up to 3 years after high school graduation and may be applied in any fall, spring, or summer term except May and December minimesters. Students must enroll in at least 6 hours within each term and maintain a 2.0 overall grade point average (GPA).

Activity Grants for Athletic and Performing Arts

A number of students are awarded activity grants each semester for their participation in a College-sponsored program in athletics or fine arts. The amount of the award varies from $100 per semester to a full grant payment of tuition, fees, room and board.

Awards are granted for participation in: Football, Men's Baseball, Women's Basketball, Women's Volleyball, Women's Soccer, Women's Softball, Wrangler Belles (Women's drill team), Wrangler Cheerleaders, and the Wrangler Band. For information and an application, students should contact the appropriate director or coach of the activity in which they are interested by phone or by e-mail.

Federal Pell Grants

The federal Pell Grant Program is authorized by the Higher Education Amendments of 1972. The Pell Grant is designed to provide an eligible student with a foundation of aid to help pay for his/her first

undergraduate degree. The money is provided by those persons paying federal taxes. The award amount is based upon the documented financial need, the number of hours in which a student is enrolled and the annual federal award schedule. Completion of the FAFSA is required.

Federal Pell Grant – Duration of Eligibility

The Consolidated Appropriations Act, 2012 (Public Law 112-74) established the maximum duration for a student to receive Pell Grant funds to be 12 semesters (6 years), or its equivalent, effective with the 2012-13 award year. The amount of Federal Pell Grant funds a student may receive over his/her lifetime is limited by federal law to be the equivalent of 6 years of Full Grant funding. Since the maximum amount of Pell Grant funding a student can receive each year is equal to 100%, the six year equivalent is 600%.

Once you have received a Pell Grant for 12 semesters, or the equivalent, you will no longer be eligible for additional Pell Grants:

- You are eligible to receive a Pell Grant for up to 12 semesters or the equivalent. If you have exceeded the 12-semester maximum, you will lose eligibility for additional Pell Grants. Equivalency is calculated by adding together the percentage of your Pell eligibility that you received each year to determine whether the total amount exceeds 600%.
- For example: if your maximum Pell Grant award was $5,920 but you only receive $2,960 because you were only enrolled for one semester, you would have used 50% of your maximum award for that year. If in the following school year, you were enrolled only 3-quarter time, you would have used 75% of your maximum award for that year. Together you would have received 125% out of the total 600% lifetime limit.

High School Valedictorian/Salutatorian Waivers

The State of Texas requires all state institutions of higher education to waive the tuition for students graduating valedictorian from an accredited Texas high school. Cisco College complements the state required waiver by extending this to Salutatorian and absorbing any additional fees. Proof of high school graduation status must be submitted to the Business Office. For more information on this program, please contact the Dean of Business Services.

Supplemental Educational Opportunity Grants (SEOG)

The federal SEOG is a program designed to help students with “exceptional” financial need pursuing their first undergraduate degree. Eligibility and amount is determined by documented need and the institution. Completion of the FAFSA is required.

Texas Education Opportunity Grant (TEOG)

The TEOG is offered to eligible students, as available, to attend institutions of higher education in Texas. Eligibility is determined by documented need and the institution. The amount of the award cannot exceed the cost of tuition. Completion of the FAFSA is required.

Texas Public Education Grants (TPEG)

The TPEG is funded through tuition payments at Cisco College to assist students demonstrating financial need. Eligibility and amount are determined by documented need and the institution. Completion of the FAFSA is required.

Loans

William D. Ford Federal Direct Loan Program

Cisco College participates in the William D. Ford Federal Direct Loan Program. This program replaced the Federal Stafford Loan Program beginning with the fall 2010 term. The subsidized direct loan is a need based student loan. Eligibility is determined when the student completes the Free Application for Federal Student Aid (FAFSA) and other required paperwork. The interest on subsidized loans is paid by the government when the student is enrolled at least half time, during the six month grace period, and during periods of authorized deferments. The unsubsidized direct loan is not based on financial need, and the student is responsible for all accrued interest. Interest payments do not have to be made while the student is enrolled at least half time, or during grace or deferment periods. Students applying for unsubsidized direct loans must also complete the FAFSA and other financial aid paperwork.

Rehabilitation Assistance

The **Texas Workforce Commission-Vocational Rehabilitation Services (TWC)** offers rehabilitation services to assist people with disabilities to obtain, retain, or advance their employment. Additionally, TWC offers financial assistance for students with disabilities for tuition and non-refundable fees, provided the vocational objective selected by the student has been approved by TWC.

Application for this type of assistance needs to be sent to the West Central Texas Basin MU 1-4 (Abilene), 500 Chestnut St., Ste 1000 ABILENE, TX 79602. The Abilene phone number is (325) 795-4352. Other offices may be located by contacting TWC at, 101 E 15th Street Austin, Texas 78778, (800) 628-5115 or by visiting the TWC website at https://www.twc.texas.gov/contact-information

Scholarships

Cisco High School Class of 1947 Memorial Scholarships

This scholarship fund was established by the Cisco High School Class of 1947 for the purpose of providing Cisco High School graduates financial help and encouragement to continue their education at Cisco College. The availability and amount of the scholarship will vary each year according to income generated by the scholarship fund. Students needing information regarding this scholarship may contact the Vice President for Student Services.

Mr. and Mrs. Clifton Woody Endowed Memorial Scholarship

Miss Mildred Woody, who was an educator in Abilene for many years, has endowed a scholarship in memory of her parents Mr. and Mrs. Clifton Woody. This scholarship is awarded to students who have been accepted into the Cisco College nursing program. Selection is made by the nursing faculty. The amount of the scholarship is determined by available proceeds from the endowment. The recipient

must enroll full-time, complete 12 or more semester hours, and maintain a minimum 3.0 GPA each semester to continue the scholarship. Information is available from the nursing department in Abilene.

M.S. and Meek Lane Doss Scholarship

This scholarship is awarded on a competitive basis, with preference given to graduates of high schools located in western Texas and southeastern New Mexico. It is available for fall and spring semesters only to students enrolled at the Cisco College Abilene Educational Center. The scholarship recipient must enroll full-time, complete 12 or more semester hours, and maintain a minimum GPA of 3.0 each semester to continue the scholarship, which is available for up to four semesters. Information and an application may be obtained from the Cisco College website under Financial Aid or from the Dean of Counseling.

Room Waiver Scholarship

Each year, the College accepts applications for room waiver scholarships on a room-available basis. A student living in one of the 36 counties within a 100-mile radius of Cisco who will be enrolled full-time and receive no other Cisco College institutional scholarships is eligible to apply. This scholarship waives room cost. Eligibility and retention of the scholarship is for four semesters only, on a room-available basis, and is subject to several conditions, including making satisfactory academic progress. Information is available from the Counseling Office.

Student Employment

College Work Study Program (CWSP)

The CWSP is a joint program financed by federal, state, and local funds. The program is designed to provide campus employment to students demonstrating financial need. A college work-study student will generally work 12 hours per week, with work hours arranged to fit the student's academic schedule. The rate of pay is the current minimum wage, and the student is paid monthly. Eligibility is determined by documented need, and application for a work-study position is made at the College Financial Aid Office. Completion of the FAFSA is required.

Veterans Financial Assistance

Cisco College is approved by the Texas Veterans Commission as an institution in which veterans may enroll for degree courses or for technical study. Educational assistance is available to all covered individuals while attending college. Veterans should visit the Veterans Services Office to make application for benefits with Cisco College in advance of registration. A student who is receiving VA benefits must maintain satisfactory academic progress (SAP) to retain those benefits. A student who does not maintain the minimum SAP requirements shall be reported to the Veteran's Administration Regional Office (VARO) as making unsatisfactory progress.

Covered Individuals

A covered individual is any individual who is entitled to receive educational assistance under one of the following chapters: chapter 31, Veteran Readiness & Employment, or chapter 33, Post-9/11 GI Bill® benefits, chapter 30 or 1606, Montgomery GI Bill®, chapter 35, Dependents Education Assistance. A covered individual must provide a certificate of eligibility. A certificate of eligibility can also include a

Statement of Benefits obtained from the Department of Veterans Affiars' (VA) website – eBenefits, or a VAF 28-1905 form for chapter 31 authorization purposes.

Certification to Receive Veterans Benefits

Sudents must notify the Veterans Services Office each semester that they are ready to be certified. Failure to notify the office may result in classes not being certified and students may be dropped from their classes. Students must follow a Cisco College degree plan to receive their benefits. Students should meet with a counselor every semester for assistance in selecting courses.

Any covered individual will be allowed to attend or participate in their courses during the period beginning on the date on which the individual provides a certificate of eligibility for entitlement to educational assistance under chapter 31 or 33, and ending on the earlier of the following dates:

(1) date on which payment from the VA is made to Cisco College; or
(2) 90 days after the date the Veterans Services Office certifies tuition and fees following the receipt of the certificate of eligibility.

Cisco College will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other Cisco College facilities, or the requirement that a covered individual borrow additional funds, on any covered individual because of the individual's inability to meet their financial obligations to Cisco College due to the delayed disbursement funding from VA under chapter 31 or 33.

Satisfactory Academic Progress (SAP)

Federal and state regulations and institutional policy require that a student make satisfactory academic progress toward completion of a degree or certificate to remain eligible for Title IV federal and state financial aid. The following policies and procedures outline the Satisfactory Academic Progress Standards for students receiving federal or state financial aid. According to regulations for federal and state financial aid programs, Cisco College is responsible for establishing and evaluating minimum SAP standards for financial aid recipients.

Satisfactory progress is measured in terms of quality of work (grade point average) and quantity of work (hours of work completed). Failure to make satisfactory progress will result in a warning, and if not corrected, loss of eligibility for financial aid.

All students, college personnel, and interested others should note that financial aid satisfactory progress policy standards are just as demanding as the minimum requirements for reasonable academic progress as outlined under the student regulations section in the Cisco College catalog.

Federal regulation requires that all post-secondary institutions participating in the Title IV financial aid programs measure qualitative and quantitative standards. These standards are:

1. Qualitative standard: Cumulative Grade Point Average (2.0 GPA)
2. Quantitative standards:
    - Pace (67% Course Completion Rate)
    - Maximum time frame/semesters (excessive semesters)
    - Lifetime Eligibility Used (PELL Grant)

SAP Evaluation Period

Cisco College evaluates satisfactory academic progress (SAP) for all students receiving federal and state aid at the end of each semester.

The cumulative record *(all enrollment periods at Cisco College, regardless of whether or not the student received aid, along with transfer credits)* of each student receiving aid will be evaluated.

A student that files a Free Application for Federal Student Aid (FAFSA) who does not have a SAP status on record will have a SAP evaluation based on prior Cisco College enrollment records and any transfer credits that apply. A qualified first time student with no prior college enrollment will always be considered eligible for Title IV and state financial aid.

SAP Requirements

Federal regulation requires that all post-secondary institutions participating in Title IV financial aid programs must measure qualitative and quantitative standards. These standards are: Cumulative GPA, completion rate, and time frame.

1. Cumulative Grade Point Average

In addition to successfully completing coursework each semester, students must earn a 2.0 grade point average (GPA) on a 4.0 scale and maintain a GPA of 2.0 each semester thereafter. Grades of A, B, C, D and F contribute toward cumulative GPA, this includes transfer grades. The dropping of courses, or complete withdrawal, will not reduce the number of hours that must be completed each semester to maintain satisfactory progress.

2. Successful Completion of Courses - Completion Rate (Pace of Progression)

Students must successfully complete at least 67% of all hours attempted as of their enrollment on the official count day each semester at Cisco College. This includes developmental, college-level and transfer course work. Successful completion is measured by grades of A, B, C and D. Grades of F (failing), W (withdrawal), and I (incomplete) are counted toward the total hours attempted, but not successfully completed each semester.

67% Completion Rate Requirement

Attempted Semester Hours	67 Percentage Rule	Earned Semester Hours Must Be > or =	GPA
21	67%	14	2.0
20	67%	13	2.0
19	67%	13	2.0
18	67%	12	2.0
17	67%	11	2.0
16	67%	11	2.0
15	67%	10	2.0
14	67%	9	2.0
13	67%	9	2.0
12	67%	8	2.0
11	67%	7	2.0

10	67%	7	2.0
9	67%	6	2.0
8	67%	5	2.0
7	67%	5	2.0
6	67%	4	2.0
5	67%	3	2.0
4	67%	3	2.0
3	67%	2	2.0
2	67%	1	2.0
1	67%	1	2.0

Students must complete a minimum of 67% of the course work in which they are enrolled each semester, with a minimum of a 2.0 GPA. The table indicates the attempted credit hour totals and the number of credits that must be completed to meet this requirement.

Pace of Progression Formula

The minimum pace requirement for satisfactory academic progress is 67%. Pace of progression is calculated by dividing the completed semester hours by the attempted semester hours. Completed semester hours includes only all passing grades.

Completed Semester Hours (all passing grades) include all credit hours with a grade of A, B, C, or D on a student's academic record according to the Office of the Registrar and all transfer, remedial, English as Second Language, and dual-credit hours taken in high school. Attempted Semester Hours include All completed credit hours listed above, and all credit hours with a non-passing grade on a student's academic record according to the Office of the Registrar.

Example 1 (Pace of Progression)

First-year Freshman	Fall Semester	Spring Semester	Cumulative Total
Hours Completed	6	10	16
Hours Attempted	12	12	24
Pace of Progression	50%	83%	67%
Financial Aid Status after Semester	Warning	Met SAP	Eligible for aid if GPA is at least a 2.0

Example 2 (Pace of Progression)

First-year Freshman	Fall Semester	Spring Semester	Cumulative Total
Hours Completed	6	9	15
Hours Attempted	12	15	27

Pace of Progression	50%	60%	55%
Financial Aid Status after Semester	Warning	Did Not Meet SAP	Not Eligible for Aid

3. Time Frame

A student is allowed financial aid only for the number of semester credit hours necessary to complete their degree or certificate program, and the maximum can be no longer than 150% of the published length of the educational program. Cisco College allows students to change majors no more than 3 times. The 150% calculation will be reset once the student has enrolled in and attended classes in the new major and will only include courses (credit hours) the student has taken that will apply to the new major.

A student must declare a program or major other than "undecided" and must be taking courses that apply to that degree or certificate and must complete the declared program or major within 150% of the published length of the program to maintain eligibility.

As expressed in hours: Most Bachelor's degree programs require 120 semester hours. 150% of 120 hours = 180 hours (120 x 1.5 = 180). An academic transfer Associate degree at Cisco College requires 60 hours (60 x 1.5 = 90 hours), 150% of 60 hours is 90 hours.

As expressed in semesters: Students should normally complete an Associate degree in 4 semesters of full-time study or the equivalent. 150% of 4 semesters is 6 semesters (4 x 1.5 = 6).

As expressed in years: Students are normally expected to complete a Bachelor's degree by the end of 4 years of full-time study or the equivalent. Therefore, students will forfeit their eligibility to participate in federal financial aid programs after 6 years of full-time enrollment (4 years x 1.5 = 6 years). Associate degrees are normally expected to be completed by the end of 2 years of full-time enrollment (2 years x 1.5 = 3 years).

Developmental (remedial) course work will be included in the GPA calculation as well as included in both the completion rate and time frame calculations. Federal regulations state that a student may not receive federal financial aid for developmental (remedial) course work after they have attempted 30 hours of remediation. Therefore a student who attempts more than 30 hours of developmental (remedial) classes may not receive federal financial aid for those classes.

SAP Status Levels

Good Standing (eligible)

Good standing status level is assigned to students who meet all three SAP requirements and are eligible to continue receiving aid.

Financial Aid Warning (eligible)

For a student not meeting the academic progress standards at the end of a semester, a warning will be issued in writing. The student will be eligible to receive financial aid for the next semester, however after one semester of warning, students who fail to meet the standards in any one or a combination of

the SAP components will be ineligible for financial aid. Students will be notified of the reason(s) for the loss of eligibility through a letter sent to the permanent address on file with the College.

Financial Aid Suspension (loss of financial aid eligibility)

A student who does not make satisfactory progress while on the warning status level will be suspended from all Title IV financial aid eligibility the next semester of enrollment until all satisfactory progress standards are met at the student's own expense. A student who has financial aid suspended can return to eligibility on a probationary status if granted an appeal.

How to Regain Eligibility

Students on suspension are encouraged to continue enrollment at Cisco College. Enrolling and paying for courses as well as successfully completing courses can assist in regaining eligibility. The student must alert the Financial Aid Staff for a re-evaluation of their SAP status. If the student successfully regains eligible SAP status, then they will be eligible again for federal aid.

Financial Aid Probation (eligible)

A student may appeal ineligibility by providing information on the unavoidable or extraordinary hardships which may have influenced their ability to meet the satisfactory academic progress standards. Examples of unavoidable hardships include illness or injury of a student or family member, separation or divorce, involved in accident or natural disaster, death in immediate family, or other personal problems that affected class participation and/or grades. If an appeal is granted, the student will be placed on financial aid probation and asked to follow an academic plan that will lead to meeting minimum SAP requirements in the near future. If the student does not meet the terms of financial aid probation, eligibility for financial aid will cease and all remaining aid will be suspended. No further appeals will be permitted. The student may regain eligibility by attending classes at their own expense until all satisfactory progress requirements are met.

Appeal Process

A student that has failed to meet SAP standards and has lost eligibility for financial aid may file a SAP appeal. If the appeal is approved, the student will be assigned a probation status, and aid eligibility will be reinstated.

A financial aid eligibility appeal process information sheet must be obtained from the Financial Aid Office. The appeal must be completed and submitted to the Director of Financial Aid, according to the directions indicated on the appeal process information sheet. The appeal should include a written statement by the student with the appropriate supporting documentation explaining the reasons the minimum satisfactory academic progress standards were not achieved, also, what has changed that will now allow the student to achieve successful academic progress. The Director of Financial Aid and/or the appeals committee may place conditions in addition to a student's academic plan upon receipt of any financial aid for those appeals where aid eligibility is reinstated. Students submitting documentation and completing the appeals process will be notified of the results by the Director of Financial Aid.

The SAP appeal must include the following documentation, signed and submitted to the director of financial aid no later than 15 business days after receiving notification of suspension (loss of eligibility status):

1. Satisfactory Academic Progress Appeal Form
2. Documentation supporting the extenuating circumstances

3. Student written statement regarding why they failed to make satisfactory academic progress, including what has changed that will allow the student to make satisfactory academic progress at the end of the next evaluation period
4. An academic plan prepared and signed by the student and an academic advisor outlining the sequence and semester in which courses must be taken and successfully completed to attain satisfactory academic progress on schedule to graduate from the student's chosen program within the maximum time frame for aid eligibility

An appeal will be reviewed by the Director of Financial Aid, or designated college personnel. Appeals will be considered if the documentation provided by the student strongly supports the extenuating circumstances, explaining the student's situation and what has changed that will allow the student to meet satisfactory progress requirements. The included documentation must also give indication that the student can achieve satisfactory academic progress and complete their program within the maximum time frame by following an academic plan.

The student will be notified promptly of the result of their appeal. If approved, the student will be assigned a probation level status and must comply with all conditions of the probation. If denied, the student may choose to file a written appeal to the Admissions, Registration, and Financial Aid Committee, which will review the appeal and notify the student in writing of its decision within 30 business days after receiving the written appeal. The committee decision is final. Students appealing their financial aid eligibility to the committee are encouraged to have an alternative payment plan in place before registering for classes.

Completion of Degree Requirements

An eligible student may receive financial aid until they have completed their degree or certificate as long as the student is in good academic standing, is meeting minimum SAP requirements, and has not exceeded 150% of the published length for their degree program. Cisco College allows students to change majors no more than 3 times. The 150% calculation will be reset once the student has enrolled in and attended classes in the new major and will only include courses (credit hours) the student has taken that will apply to the new major.

How to Meet SAP and Maintain Financial Aid Eligibility

1. Maintain a 2.0 GPA.
2. Complete a minimum of 67% of attempted hours (ex. after attempting 15 hours must have successfully complete 10 hours; 15 x .67 = 10) (ex. after attempting 30 hours must have successfully completed 20 hours; 30 x .67 = 20).
3. Declare an academic or technical program major and do not take longer than 150% of the published length of the program to complete the program.

Title IV Return Policy

A statutory return of awarded aid will be calculated for a student who withdraws or stops attending classes on or before the sixty (60%) percent point of the enrollment period (calculated using calendar days) in which Title IV aid is received, in accordance with the Code of Federal Regulations, as published in the November 1, 1999, Federal Register. Refunds will be calculated according to the following guidelines as set forth in Section 484B of the Higher Education Act.

Determination of Withdrawal Date: The percentage of the payment period (or period of enrollment) the student attended before withdrawing will be determined by the date of a student's withdrawal. (The withdrawal date is identified as the date a student officially withdraws from the college. The student's last documented date of attendance at an academically-related activity, or the midpoint of the enrollment period are used to determine date of withdrawal for a student leaving without notifying the college.)

Return Calculation: The amount of Title IV aid earned will be calculated by multiplying the total Title IV aid (other than Federal Work Study) for which the student was awarded by the percentage of time enrolled. The amount earned will be compared to the amount disbursed. If less aid was disbursed than was earned, the student may receive a late disbursement for the difference. If more aid was disbursed than was earned, the amount of Title IV aid that must be returned will be calculated by subtracting the earned amount from the amount actually disbursed. The return calculation of Title IV funds may result in the student owing a balance to Cisco College and/or the Federal Government. The responsibility for returning unearned aid between the college and the student will be established according to the portion of disbursed aid that could have been used to cover institutional charges and the portion that could have been disbursed directly to the student once institutional charges were covered.

Time Frame: The return of unearned Title IV funds to the Department of Education is completed in 14 days, but no later than 45 days after the determined date of a student's withdrawal. Post-withdrawal disbursements of earned Title IV aid funds to a student's account (for allowable charges) are completed in 30 days, but no later than 180 days after determined date of withdrawal. Post-withdrawal disbursements to a student for earned Title IV funds in excess of outstanding educationally related charges are completed as follows: (1) Loans in 30 days, but no later than 180 days after determined date of a student's withdrawal and (2) Grants in 14 days but no later than 45 days after determined date of a student's withdrawal.

Order of Return: The return of unearned Title IV funds are administered in the following order: Unsubsidized Direct Loan, Subsidized Direct Loan, Pell Grant, and Federal Supplemental Educational Opportunity Grant (FSEOG). For more information regarding Title IV refunds contact the Director of Financial Aid.

Tuition and Fees

Current tuition and fee information can be found on the College website at www.cisco.edu.

Prorated Tuition and Fee Policy

Cisco College students who officially drop a course or courses and remain enrolled, or who officially withdraw from all courses, shall have their mandatory tuition and fee charges prorated according to the following schedule:

Fall and Spring Semesters	
Prior to the first class day	100%
During class days one to fifteen	70%

During class days sixteen to twenty	25%
After the twentieth class day	None
Summer Semesters	
Prior to the first class day	100%
During class days one to five	70%
During class days six and seven	25%
After the seventh class day	None
Flex Entry and Non-Semester Length Courses	
Prior to the first class day	100%
After first class day	Refer to table provided by Business Office

Class days refer to the number of calendar days the College normally meets for classes, not the days a particular course meets. If a class is canceled by the College, 100% of the tuition and fee charges will be credited to students. Late-registering students will have the time already elapsed in the semester counted against them. Refunds will be paid approximately 45 days after the semester begins. Financial Aid may be impacted by unsatisfactory academic progress.

Continuing Education Refund Policy

No refund of tuition and/or fees is allowed for any Adult Vocational and Community Service Course, unless the College cancels the course.

Texas Tuition Rebate Program

In accordance with Senate Bill 1907, as passed by the Seventy-fifth Texas Legislature and modifying Texas Education Code Sec. 54.0065, Cisco College participates as appropriate in the Texas Tuition Rebate Program for certain undergraduate students. The Program provides, in part, that a Texas resident student enrolling for the first time in an institution of higher education during the Fall of 1997 semester (or later) may be eligible for a $1,000 tuition rebate if, at the time the baccalaureate degree is awarded, the student has attempted no more than three hours in excess of the minimum number of semester credit hours required to complete the degree. This includes transfer credits and course credit earned exclusively by examination. Students interested in the program may contact the Counseling Office for further information and requirements.

Records and Information Privacy

Cisco College complies with the Family Educational Rights and Privacy Act of 1974 (FERPA), as amended, which provides that all students and former students of Cisco College have the right to inspect their educational records (including records, files, documents, and other materials that contain information directly related to students and are maintained by an educational agency or institution or by a person acting for such agency or institution).

Responsibility for protection of the privacy of student educational records rests primarily with the Dean of Enrollment Services. Under the law, at the postsecondary level, parents have no inherent

rights to inspect a student's educational records. This right is solely limited to the student. Outlined below are limitations which exist on students' rights to inspect and review their educational records, as published in the Guidelines for Educational Rights and Privacy Act of 1974 as amended, Revised Edition 1995, a publication of the American Association of Collegiate Registrars and Admissions Officers.

Students' Access to Their Educational Records

All students have the right to review their educational records, with the following exceptions as outlined by FERPA:

1. Financial information submitted by parents.
2. Confidential letters and recommendations placed in their files prior to January 1, 1975, provided these letters were collected under established policies of confidentiality and were used only for the purposes for which specifically collected.
3. Confidential letters and statement of recommendation, placed in the records after January 1, 1975, to which the students have waived their right to inspect and review and that are related to the students' admissions, application for employment or job placement, or receipt of honors.
4. Educational records containing information about more than one student; however, in such cases, the institution must permit access to that part of the record which pertains only to the inquiring student

To review records, students and former students may go to the appropriate office of record (e.g., Admissions Office, Financial Aid Office), present a valid photo identification card, and ask to review the record. If it is an inappropriate time to retrieve the record on short notice, students may be requested to complete a "Request to Review Educational Records" form. Because of various circumstances, the College may delay to a maximum of 45 days the release of the records for review. The College is not required to provide access to records of applicants for admission who are denied acceptance or, if accepted, do not attend.

Under the "Family Educational Rights and Privacy Act of 1974," the following is designated as directory information and may be made public, unless the student desires to withhold directory information:

- Student's full name
- Addresses – local, permanent and email
- Telephone listings – local and permanent
- Date of birth
- Major field of study
- Participation in officially recognized activities and sports
- Photographs
- Weight and height of members of athletic teams
- Dates of attendance
- Degrees and awards received
- Most recent previous school attended
- Classification

- Enrollment Status.

Students wishing to withhold directory information should complete the appropriate form, available at the Enrollment Services, within 10 days after the first class day. The form is also available on the College website. Forms received by mail must be accompanied by a copy of a photo ID.

Social Security Number

Section 7(b) of the Privacy Act of 1974 (5 U.S.C. 522a) requires that when any federal, state or local government agency requests an individual to disclose their social security account number, the individual must also be advised whether that disclosure is mandatory or voluntary, by what statutory or other authority the number is solicited and what uses will be made of it.

Cisco College will release information under the Audit and Evaluation exception to authorized representatives of the U.S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as a State postsecondary authority that is responsible for supervising Cisco College District's state-supported education programs. Disclosure under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal or State-supported education programs, or for enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosure of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation or enforcement or compliance activity on their behalf. (§§99.31(a)(3) and 99.35).

Accordingly, students or applicants for admission as students are advised that disclosure of a student's social security account number (SSAN) is required as a condition for admission as a student at Cisco College, in view of the practical administrative difficulties which would be encountered in maintaining adequate student records without the continued use of the SSAN.

A randomly generated identification number is issued to each student to be used by students and college personnel in place of the SSAN for accessing student data in the Cisco College administrative system. Cisco College personnel will continue to have access to the student SSAN in the Cisco College administrative system as necessary to verify the identity of the student, and as a student account number (identifier) in order to accurately record necessary data. As an identifier, the SSAN is required for such activities as determining and recording eligibility for admission as a student; determining and recording eligibility for student financial assistance to include loans, scholarships and grants; recording entitlement to and payment of scholarships, grants, allowances; issuing student identification cards; and such other related requirements which may arise.

Authority for requiring the disclosure of a student's SSAN is grounded on Section 7(a)(2) of the Privacy Act, which provides that an agency may continue to require disclosure of an individual's SSAN as a condition for the granting of a right, benefit, or privilege provided by law, where the agency required this disclosure under statute or regulation prior to January 1, 1975, in order to verify the identity of an individual.

Cisco College has, for several years, consistently required the disclosure of the SSAN on student application forms, and other necessary student forms and documents used pursuant to statutes passed by the State of Texas and the United States, and regulations adopted by the agencies of the State of Texas and the United States, and the Board of Regents.

Transcripts

Official transcripts housed with Cisco College are bound by the Federal Law FERPA. Cisco College must receive authorization from the student for the Admissions Office to send a transcript of the student's permanent record to another college. Transcripts may be requested and authorized electronically via the college transcript ordering service available on the college website. There is no additional charge for transcripts picked up by the student, sent or downloaded electronically, or sent by regular postal service. There may be additional charges for express printed delivery of transcripts. Fees and charges are shown on the college website under Admissions.

A transcript will not be sent for students who have failed to make satisfactory arrangements for payment of all financial obligations to the College.

Registration and Advisement

Advisement

Students who have not completed all sections of the Texas Success Initiative are required to see an advisor every semester for assistance with course selection. Both Cisco College locations have full-time counselors available to assist with degree plans and provide college and university requirements. Counselors are also available to assist with course placement based on placement test scores.

Developmental Education

For students who need preparation for college-level content due to a variety of factors, Cisco College offers co-requisite developmental education courses: college-level writing paired with developmental integrated reading and writing, and college-level math paired with developmental math. The purpose of these paired courses is to provide support for success in college-level mathematics, writing and reading-intensive courses without delaying enrollment in college-level courses. Enrollment in Developmental Education courses is based upon student placement (typically via the TSI) and may include any combination of co-requisite developmental mathematics and developmental reading and writing courses paired with college courses. Examples of paired co-requisite math courses include: DMAT 0314 and MATH 1314, DMAT 0332 and MATH 1332, DMAT 0324 and MATH 1324, DMAT 0342 and MATH 1342. Examples of paired co-requisite reading and writing courses include: DERW 0303 and ENGL 1301.

In order to ensure adequate preparation for success, developmental students are restricted from enrolling into certain college-level courses until they are deemed college-ready (have passed the appropriate college-level co-requisite or have earned a satisfactory score on a TSI approved retest).

Schedule Change

Schedule changes will be allowed online for one week after classes start.

Dropping Courses

A student may drop a course with the permission of their advisor and the Counseling Office, until a date four (4) weeks before the start of final examinations. Students dropping courses will receive a grade of 'W' for each course dropped. A fee of $10 will be charged for each course dropped. Any student who ceases to attend class without officially withdrawing through the Admissions Office is subject to a grade of F.

Drop Limits

Under Section 51.907 of the Texas Education Code, "an institution of higher education may not permit a student to drop more than six courses, including any course a transfer student has dropped at another institution of higher education." This statute was enacted by the State of Texas in the Spring of 2007 and applies to students who enroll in a public institution of higher education as first-time freshmen in the Fall of 2007 or later. Any course that a student drops is counted toward the six-course limit if "(1) the student was able to drop the course without receiving a grade or incurring an academic penalty; (2) the student's transcript indicates or will indicate that the student was enrolled in the course; and (3) the student is not dropping the course in order to withdraw from the institution."

A Cisco College student affected by this statute that has attended or plans to attend another institution of higher education should become familiar with that institution's policies on dropping courses.

Testing and Placement

A Testing Center is located on each campus of Cisco College. Cisco College administers the TSIA2 at both locations. The HESI A2 is administered at the Abilene campus Testing Center, and the GED is administered at the Cisco campus Testing Center. Both campuses administer makeup testing for students who are enrolled in Cisco College courses and assist in administering tests for Cisco College students with documented accommodations. Tests may also be administered for Cisco College Students taking classes Acadeum. All testing is administered on an appointment basis. Students seeking testing for documented accommodations should contact the Disability Services Coordinator with their documentation prior to scheduling. Testing and scheduling information is available by contacting the Testing Center at testing@cisco.edu. Information on course placement based on TSI test scores is available by contacting the Admissions office or the Counseling department.

Student Life

Student Activities

From comedians to music, and everything in between, Cisco College Student Activities provide the student body and community with programming and events that are diverse, educational, entertaining and fun. Typical programs include movies, dances, educational speakers, tournaments, comedy/variety shows and other special events. Events must be approved by the Dean of Student Life.

Athletics

Athletic programs at Cisco College compete in Region 5 of the National Junior College Athletics Association. All sports compete at the Division 1 level and offer partial to full athletic scholarships.

Baseball: The Cisco College baseball team plays in the North Texas Junior College Athletic Conference, in which the Wranglers regularly make the conference playoffs. The college athletic facilities in Cisco include a baseball field, an indoor hitting facility and a large, well-appointed field house.

Basketball: Cisco College offers women's basketball, playing in the North Texas Junior College Athletic Conference. The team is international in character, attracting students from around the world each year. Home basketball games are played on the Cisco campus in the Schaefer Hall gymnasium.

Football: The Wrangler football team plays in the Southwest Junior College Football Conference. Home games are played on Chesley Field in Cisco, Texas, and the team has access to an indoor training facility located beside Chesley Field, as well as a field house and practice field on the college campus. As one of the first integrated two-year football teams in the state of Texas, Cisco College Football has a history of providing qualified athletes an opportunity to showcase their talent.

Rodeo: Cisco College co-ed Rodeo team competes in the in the Southwest Region of the National Intercollegiate Rodeo Association. The rodeo team is based at the Cisco Campus.

Soccer: Cisco College offers women's soccer playing in the North Texas Junior College Athletic Conference. The soccer team is based at the Cisco Campus in Cisco, Texas.

Softball: The Cisco College softball team plays its home games on the college softball field, located just south of the field house. Wrangler softball plays in the North Texas Junior College Athletic Conference.

Volleyball: The Cisco College volleyball team plays in the North Texas Junior College Athletic Conference. The team has recently enjoyed success through the conference and into the playoffs. The team plays its home games in the Schaefer Hall gymnasium.

Ranch Day

Ranch Day was organized by the first class of Cisco College in 1941. It is an annual event held in the spring. The western theme is carried out in decorations, clothing, ranch-style meals, games, contests, a street dance, a rodeo and other western entertainment.

Recreational Sports

The purpose of the recreational sports program is to meet the needs of students, faculty, and staff members through a comprehensive campus recreation program associated with the guidelines of the National Intramural Recreational Sports Association, (NIRSA). These guidelines can be found at www.NIRSA.org.

Wrangler Band

The Wrangler Band is open to any student with previous instrumental experience. The band performs throughout the year at sports activities, concerts and various other programs. The band has appeared in eight Macy's Thanksgiving Day Parades in New York City.

Wrangler Belles

The Cisco College Wrangler Belles is a dance-drill team. They perform at college football and basketball games, parades and on tours, accompanied by the Wrangler Band. They have been featured on national television several times in Macy's Parades in New York, the Apple Blossom Festival in Washington and the "Stars and Stripes Special" on NBC. Membership is by application and/or audition.

Wrangler Cheerleaders

The Cisco College Wrangler Cheerleaders is a co-ed cheer group that promotes spirit and enthusiasm by supporting many athletic events as well as special events in the community. Team membership is by application and/or audition.

Wrangler Day

Wrangler Day is an annual spring semester event which was created to foster community on the Abilene Educational Center campus. Wrangler Day has a western theme; featuring a chili cook-off, food, games, and agricultural activities. This event was designed to create a sense of community for students within Cisco College's commuter campus located in Abilene, TX.

Student Organizations

Blue Jackets

Blue Jackets is an organization founded for the formal purpose of group service. Striving to maintain a wholesome spirit of loyalty among students, Blue Jackets aid any other organization that may call upon them for service while promoting the policies of the institution. Members wearing blue jackets serve as symbols of service on the Cisco College campus. Individuals may join the group by invitation after completing one full semester of at least of 12 semester hours, with a minimum GPA of 3.0.

Food for Thought Food Pantry

The Cisco College food pantry is a student-led service organization that partners with the community to support Cisco College students in need. Food pantry hours are posted on the college website.

Phi Theta Kappa

Founded in 1918, Phi Theta Kappa (PTK) recognizes two-year college students with excellent scholarship and character. Phi Theta Kappa is committed to providing enrichment in four hallmarks: scholarship, leadership, service, and fellowship. Since its inception, the society has grown from a handful of chapters in Missouri to almost 1,200 chapters and 120 alumni chapters in all 50 states and abroad. Texas has approximately eighty chapters in its region. The Cisco College chapter of Phi Theta Alpha Gamma Gamma.

To be inducted as a member, the Alpha Gamma Gamma Chapter of Phi Theta Kappa requires a 3.5 cumulative grade point average and at least 12 earned associate degree credit hours at Cisco College. Members must maintain a 3.0 GPA. If members fall below the maintenance grade point average, they have one semester of academic probation before membership is revoked.

Student Government Association

The purpose of the Student Government Association (SGA) is to represent the Cisco College student body, to initiate and sponsor campus activities and to promote school spirit. The SGA is composed of an elected president, vice-president, secretary, treasurer, freshman and sophomore class officers, a faculty or staff advisor and any student who wishes to be active in campus activities.

Wrangler Express

The Wrangler Express is a student-led news publication published each semester that seeks to inform the college, alumni, and public about the people and events at Cisco College. The Wrangler Express is open to all students and faculty who express an interest in communications and journalism, and desire to become more involved in the life of the college. The Wrangler Express is available on the college website.

Clubs

Cisco College has many special interest clubs and organizations to enhance the college and educational experience of students. Active clubs can be found on the college website.

Agriculture Club

The Cisco College Agriculture Club is an organization dedicated to preparing students for career in agriculture. Students volunteer, and organize community outreach events each semester.

Global Leadership

Global Leadership is an open-invitation student group of internationally-minded members working to promote inclusiveness and service.

Science Club

The Science club is an open-invitation group for any student interested in science, including botany, zoology, chemistry, astronomy, and geology.

Residence

Cafeteria

The college cafeteria is located in the north end of Wrangler Hall and operates during the fall and spring semesters only. It follows the official college calendar and closes for all holidays. The cafeteria serves three meals per day Monday through Friday and two meals on Saturday and Sunday. Students requiring a special diet should submit a note from their physician and a copy of the diet to the Business Office.

Residence Halls

Cisco College has facilities on the Cisco campus to house both male and female students. At the present time, six air-conditioned residence halls will house approximately 355 students. Each hall is under the supervision of a residence hall supervisor who has the responsibility of ensuring that campus life is supportive of the educational purpose of the College. Residence Halls open shortly before the beginning of the fall and spring semesters and close on the last day of finals. Residence Halls are not open during winter and spring break or the summer semesters. A Residence Hall Handbook is provided within the Student Handbook and available on the Cisco College website under Student Life.

Room Application

The application for a residence hall room may be found on the Cisco College website or obtained from the Student Life Office. A fee is required to reserve a residence hall room. Please see the Residence Hall Application for policies regarding this fee.

Room and Board

Room and board are required for all resident students. Room and board payment is due at the time of registration; however, arrangements may be made with the Business Office if installment payments are desired. If withdrawal occurs during the semester, room and board may be prorated.

Campus Safety

The Campus Safety Department works to provide students and employees a safe working and learning environment. The department assists both the Cisco campus and the Abilene Educational Center (AEC) in meeting this goal. It is the intention of the department to meet this goal with health and safety planning and with training at both facilities for students, faculty and staff. The Campus Safety Department also provides security staffing at the Cisco campus and assists the off-duty officers at the AEC. The Campus Safety Department does not replace other emergency response organizations; it works with them to enhance their ability to provide service to Cisco College campus communities.

Title IX and Non-Discrimination

The College is committed to maintaining and strengthening an environment founded on civility and respect. The College also is committed to providing programs, activities, and an educational

environment free from sex discrimination. Under certain circumstances, sexual misconduct may constitute sexual discrimination prohibited by Title IX. The College is committed to fostering a community that promotes prompt reporting of all types of sexual misconduct and timely and fair resolution of reports of Sexual Misconduct.

Federal and state anti-discrimination laws ensure equality in education and provide for the following:

- Students have the right to equal learning opportunities in their schools.
- Students may not be excluded from participation in, be denied the benefits of, or be subjected to harassment or other forms of discrimination on the basis of sex, sexual orientation, or gender identity in any program or activity.
- Students may not be required to take and/or may not be denied enrollment in a course because of their sex, sexual orientation, or gender identity.
- Students have the right to be evaluated and graded without regard to their sex, sexual orientation, or gender identity.

Cisco College takes allegations of sexual harassment seriously and investigates all reports. Title IX and nondiscrimination refer to federal and state anti-discrimination laws that ensure equality in education. Sexual harassment of or by school employees or students is a form of discrimination and is therefore prohibited. For more information, consult the Student Handbook online or contact the Title IX Coordinator, 101 College Heights, Cisco, Texas, or call (254) 442-5022

Student Regulations

Academic Integrity

It is the intent of Cisco College to foster a spirit of complete honesty and a high standard of integrity. The attempt of students to present as their own any work they have not honestly performed is regarded by the faculty and administration as a serious offense and subjects the offender to disciplinary action. The Student Handbook contains a list of academic integrity definitions and violations.

Class Attendance

Prompt and regular class attendance is considered necessary for satisfactory work. It is the responsibility of the professor to certify course rosters and keep an accurate and comprehensive record of attendance including first and last dates of attendance. Attendance is defined by physical attendance for in-person classes or participation in an academically related activity for online classes, such as submission of an assignment, examination or participation in group or online discussion. Attendance may be defined by both for hybrid classes. For Health Sciences/Allied Health Certificate and Degree programs, please refer to each program's student handbook regarding attendance and grades in respective areas.

Eligibility for federal student aid is, in part, based on the student's enrollment status for the term in which they are enrolled. Federal regulations require that students attend all classes in order to receive federal financial aid funds.

A student receiving no grade higher than "F" due to non-attendance will be required to repay a portion of federal financial aid unless the instructor can document that the student attended class through the 60 % date of the enrollment period. It is important to consult the Financial Aid Office before dropping or stopping attendance in class. The 60% dates for the current academic year can be viewed by clicking the Loan Disbursement & Refund Dates link on the Cisco College financial aid webpage.

Any student who ceases to attend class without officially withdrawing through the Admissions Office is subject to a grade of an "F." If the student does officially withdraw, and are withdrawn before the "last day to drop with a "W," they will receive a grade of a "W." If the student is withdrawn after "the last day to drop with a "W," a grade of an "F" will be awarded.

Cisco College recognizes that absence from class may occur due to illness or major injury, hospitalization, bereavement, death or illness in the immediate family, observance of a religious holiday, or participation in a college-sponsored activity authorized by the Vice President of Instruction. When absences occur due to the above-stated reasons, the student must alert the professor immediately and is allowed to make up work missed; the professor may require the work to be made up within two weeks from its original due date. If a student misses one more than the allowed number of absences, the professor may drop a student from the class if the professor deems the student to be failing due to excessive absences and/or failure to make up work due to absences.

During a regular Fall or Spring semester, the following allowances apply:

- For a class that meets three times per week, a student is allowed six absences.
- For a class that meets two times per week, a student is allowed four absences.
- For a class that meets one time per week, a student is allowed two absences.
- For an online or hybrid class, a student may be dropped after they fail to participate in the class for two consecutive weeks, and the professor deems the student to be failing.

During a summer I, summer II, eight week semester, or mini-semester the following allowances apply:

- During a summer I or II face-to-face class, a student is allowed two absences. Upon the third absence, they may be dropped from the class if the professor deems the student to be failing due to excessive absences and/or failure to make up work due to absences.
- During a summer I or II online or hybrid course, a student may be dropped after they fail to participate in the class after one week, and the professor deems the student to be failing.
- During a or during a Fall or Spring eight-week course, a student is allowed two absences. Upon the third absence, they may be dropped from the class if the professor deems the student to be failing due to excessive absences and/or failure to make up work due to absences
- During any mini-semester face-to-face or summer night class, a student is allowed one absence. Upon the second absence, they may be dropped from the class if the professor deems the student to be failing due to excessive absences and/or failure to make up work due to absences.
- During any mini-semester online or hybrid courses, a student may be dropped after they fail to participate in the class after three days, and the professor deems the student to be failing.

Three tardies may constitute an absence. Absences immediately before or after a holiday may be counted as double absences.

Classification

A freshman student is one who has earned less than 30 semester hours of credit before registration. A sophomore student is one who has earned from 30 to 64 hours of credit. A student enrolled in 12 or more semester hours is classified as a full-time student.

Conduct

A student who completes registration pledges to obey all college regulations. Any recognized misconduct, violation of regulations, or unacceptable behavior will be grounds for disciplinary action by the College. A student may be placed on probation or may be suspended from the College for violation of college rules, regulations, and/or policies.

Final Examinations

The final examination schedule will be posted on the college website each semester. Final exams cover the work of the entire semester and assess the student's ability and growth. Exam length is planned so that students can finish in approximately two hours.

Deviation from the published final exam schedule is not allowed without approval of the Vice President of Instruction**.** Students seeking to take a final exam outside of the scheduled exam time are responsible for providing appropriate justification to their professor to be included in the request for approval from the Vice President of Instruction.

Grades

Semester Grade Reports

Final grade reports showing all grades will be made available online at the end of each semester through Campus Connect on the College website (www.cisco.edu) to students who do not have a “hold” on their records. Grades and values are as follows:

Grade	Value**	Grade Points Per Semester Hour
A	90-100%	4
B	80-89%	3
C	70-79%	2
D*	60-69%	1
F	Below 60%	0
W	Dropped Course	0
I	Incomplete	0

**Policies on the transferability of the grade D may vary from one college to another.*

***Some degree and certificate programs use alternative grade values. These programs specify grading values in the program descriptions. See program specific handbooks.*

The grade of Incomplete ('I') is never given in lieu of and F or W. An I is reserved for situations when a student's work is satisfactory in quality, but due to extraordinary circumstances beyond their control, it has not been completed. The instructor of record will decide what constitutes extraordinary circumstances. To remove an 'I' from an official record, a student must satisfy all course requirements no later than the end of the next long semester. Failure to meet this deadline will result in the 'I' being changed to a grade of 'F.'

To earn credit in a course, a student must earn a semester grade of at least a 'D.' Health Sciences students must make at least a "C" in all required courses in order to progress in the program.

Scholastic Standards Policy

Minimum GPA Requirements

All students are expected to make reasonable scholastic progress. Cisco College degree and certificate plans require a GPA of 2.0 or higher for graduation. A student is considered in good standing as long as they maintain a minimum cumulative GPA of 2.0. Scholastic probation or suspension will result for students who do not meet this GPA standard.

Scholastic Probation – A student who fails to maintain a cumulative GPA of 2.0 or higher will be placed on scholastic probation. A student on scholastic probation will be allowed to enroll in classes but must maintain a 2.0 GPA or higher in each subsequent semester.

Scholastic Suspension – A student on scholastic probation who fails to maintain a 2.0 GPA or higher in any subsequent semester will be placed on scholastic suspension (pre-registered students placed on scholastic suspension will be withdrawn from classes). A student on first scholastic suspension will not be allowed to attend Cisco College the next long semester. A student on scholastic suspension for a second time will not be allowed to attend Cisco College for a full academic year.

Scholastic Dismissal - A student who is placed on Scholastic Suspension for the third time will not be allowed to re-enter the College unless special permission to re-enter is authorized by the Admissions Committee.

A student placed on scholastic suspension who feels there are extenuating circumstances sufficiently unusual to deserve consideration may present their case to the Director of Enrollment Services/Registrar for referral to the admissions committee which may make an exception to the scholastic suspension policy guidelines.

Student Load Limits

The normal student load for a long semester (i.e., fall or spring) consists of 16 to 18 credit hours of coursework. The minimum number of credit hours to be considered a full-time student is 12 credit hours in a long semester. Under exceptional circumstances, students whose grades during the preceding long semester have not been below 'B' in any course may take more than 18 credit hours. The normal student load for a mini-mester is three credit hours. Students whose grades during the preceding long semester have not been below 'B' in any course may take up to six credit hours. The normal student load for a Summer I/II term is six hours. Students whose grades during

the preceding long semester have not been below 'B' in any course may apply to take more than six hours. Approval authority for exceeding a normal student load rests with the Vice President of Instruction.

A semester credit hour is equivalent to one hour a week of class for a semester of sixteen weeks. Each lecture hour presupposes a minimum of two hours of outside preparation on the part of the student.

Textbooks

All classes require the use of learning tools, which may include textbooks, workbooks, e-books, online labs, workshops, and/or electronic support equipment (Flash drives, CDs, etc.). The college maintains a bookstore on each campus for convenience where students may usually obtain all course materials. Both bookstores sell new and used textbooks, based on their availability and adoption for use. At the end of the semester, the bookstore may purchase used textbooks from students if those books will be used for classes the following semester.

Student Services & Support

Academic "Fresh Start" Policy

Students who have interrupted their college careers for a period of at least ten consecutive years and who have returned to college may, before completing their first semester of classes, declare academic fresh start. Under this policy, all college-level work done at an earlier date is eliminated from computation of the GPA, and none of it can be applied toward a degree or for credit at Cisco College. Such work, however, will not be removed from the student's scholastic records and transcripts.

NOTE: Academic Fresh Start is not needed for work completed at another college or university.

Academic Recovery

Academic Support programs reach out to students who have not had success at Cisco College thus far. With the Academic Recovery program students will work on a personal Academic Improvement Plan and commit to righting their academic course. Individual work with Success staff, connections with the appropriate resources, and continuous monitoring go a long way in mending a broken record. Students who feel they have not found the success they would like should contact Student Success or Counseling staff to create a recovery plan.

Counseling Services

The Counseling Office offers a range of services to support the student services mission of Cisco College. The Office is under the supervision of the Vice President of Student Services and has as its goal to provide services and assistance to support students in the attainment of their educational goals. Some of the services provided to students are course advisement, testing and placement, career and personal counseling, orientation and disability services.

Dean's List

The Dean's List is published after each regular semester. Eligibility is determined by (1) a GPA of at least 3.5 and below 4.0; (2) no grade lower than a 'C'; and (3) enrollment in at least 12 semester hours of academic work or a full-time technical program. The GPA is determined by dividing the total points earned by the number of hours attempted. Developmental coursework will not count toward this recognition.

Dual Credit

Dual credit allows highs school students to earn college credit and high school credit concurrently. Cisco College partners with many regional high schools to deliver a quality college education for a fraction of typical college and university tuition costs. Dual credit serves to expand academic options for college-bound students and familiarize them early with college curriculum and expectations. Dual enrollment obtaining credit at either Cisco College campus. All college and academic policies and procedures apply to dual enrollment courses and all dual enrollment courses are identical to on-campus college courses in rigor and content. Cisco College participates in the State of Texas Financial Aid for Swit Transfer (FAST) program.

For questions related to dual credit eligibility and admissions, or other general info, see the Dual Credit pages on the college website or contact the Director of Dual Credit Programs. A full list of locations where Cisco College offers dual credit courses and the Dual Credit Handbook are also available online.

Library Services

Cisco College Libraries offer students, faculty, staff, and Eastland County residents access to over 24,000 print materials including reference, books, movies, journals, and magazines. Maner Memorial Library on the Cisco campus holds several special collections. The Texas Collection consists of books about the Lone Star State and/or books written by Texas authors. The Randy Steffen Collection includes the artist's print reference collection as well as original works of art, reproductions and memorabilia. The libraries are equipped with internet connected computer labs and workstations that allow students to use our extensive online databases and electronic book collection. Also provided at each of the libraries are reference librarian services, in-depth research interviews, library research skills classes, and access to Cisco College's Online Public Access Catalog (OPAC) through the Cisco College Library web page. Additional services include wireless access, media services, study areas, and copy and scanning services. Maner Memorial Library on the Cisco campus houses an interactive television classroom.

Students and faculty can request holdings from either the Maner library or Abilene branch. Requests of materials from alternate sites will take approximately 48 hours to become available. Millions of additional items may be accessed through the use of the Inter-Library Loan system (ILL). Requests may be placed online or through a librarian. Faculty may place course materials on reserve through either library. Students may access these materials through the circulation desk. A Cisco College photo ID card is necessary to check out any items from the libraries.

Both library locations work together to offer Cisco College students, faculty, staff, and community residents with a complete and professional library service and experience. More information including contact information for the librarians can be found on the Cisco College website or by directing questions in Cisco to the Maner Library staff at (254) 442-5182 or to the Abilene Library staff at (325) 794-4481.

President's List

The President's List is published after each regular semester and includes the names of all students who achieve a 4.0 GPA and are enrolled in at least twelve semester hours of academic courses or a full-time technical program. Developmental coursework will not count toward this recognition.

Disability Services

Cisco College provides appropriate accommodations to qualified students in accordance with the Rehabilitation Act of 1973 and the Americans with Disabilities (ADA) act of 1990. Accommodations are made on a case-by-case basis. Students with special needs are encouraged to contact the Disability Services Coordinator as early as possible. Early notice is required to prepare for and provide special accommodations by the first week of class.

Student Success Programs

Academic Support programs come in all shapes and sizes, but always with one goal in mind: the academic success of students. Cisco College expands programs and upgrades facilities with that goal in mind. While Academic Support Programs seek to find innovative ways to serve each year, the following are currently available to Cisco students.

Early Alert/Academic Intervention

The EA/AI program is designed to allow instructors to report students who are falling behind in class or who they believe need some help in reaching their goals. If a teacher sends a student name in through this system, Success Programs will reach out to assist the student.

Seminars & Workshops

Group workshops and seminars on campus have included such topics as time management, learning styles, effective classroom skills, and the benefits of a college education.

Tutoring

Nothing is more foundational to a student or an institution than a strong tutoring program. Tutoring is available on both campuses: Room 114 on the Abilene Campus or Schafer Hall Room 3 on the Cisco Campus. Tutoring is free to all students, and no appointment is necessary. Online tutoring is available via Upswing. See login instructions at https:/www.cisco.edu/onlinetutoring.

Veterans Services Office

The Veterans Services Office serves as the initial point of contact for Veterans and Dependents to use their VA Educational Benefits. The office is located in the counseling area of the AEC. While pursuing their education goals, the Veterans Services Office serves as a safe place, support resource, financial aid advisor, and friend. The Veterans Services Specialist serves as the School Certifying Officer to the VA verifying the

classes and schedules of for any student considered a covered individual and using educational benefits. See Veterans Financial Assistance for information on using educational benefits.

Math Center

The Math Center provides in person and online Zoom tutoring. Professors and peer tutors are available for College Algebra, Contemporary Mathematics, Statistics, Precalculus, Calculus, and more. The Math Center is located in Schaefer Hall, Room 3, on the Cisco campus and Room 114 at the Abilene Educational Center. QR codes will be posted at the tutoring locations to access Cisco and Abilene schedules, online lesson tutorials, calculator rental, and other learning resources.

Writing Center

The Department of English offers one-on-one instruction in writing for all Cisco College students, free of charge. All Writing Center instruction is delivered by college English instructors, and these instructors are able to help with essays and writing assignments from all disciplines. The Cisco campus Writing Center is located in the Maner Memorial Library and the Abilene Educational Center Writing Center is located in Room 122. Schedules vary each semester and will be posted outside each location and accessed via Canvas.

Educational Programs

Cisco College awards four associate degrees and several certificates as evidence of academic achievement. Academic associate degree programs are designed for transfer to a university and constitute the basis for a bachelor's degree. The academic degrees are comprised of the general education core curriculum plus elective hours students may fill by focusing on their area of intended transfer.

The curricula for the Associate of Arts (A.A.) and the Associate of Science (A.S.) Degrees are designed for students planning to transfer to a baccalaureate program, or for students desiring the general education contained in the first two years of college. The Associate of Arts in Teaching (A.A.T.) Degree is a specialized associate degree program designed to transfer in its entirety to a baccalaureate program that leads to initial Texas teacher certification.

Career and technical programs, and health science programs are designed for students to receive the training, certification or licensure required to enter directly into the workforce in high-skill high-need areas. The Associate of Applied Science (A.A.S.) Degree is designed for students planning to complete a technical program and is comprised of general education courses plus technical specialty courses.

Degree and Certificate Requirements

A student may select ONE of the following options for meeting degree requirements:

1. The student may meet the catalog degree requirements in effect as of the date of their first enrollment at Cisco College.
2. The student may meet the degree requirements of a later catalog.

In either case, a student must complete the requirements within five years from the effective date of the catalog selected and be enrolled at Cisco College during the academic year covered by the catalog.

Diplomas and Certificates

Students completing their program of study and eligible to receive an Associate's Degree or Certificate will need to apply for graduation and pay the appropriate fee. Graduation applications are online under Enrollment Services, or are available from counselors at both campuses.

Students who successfully complete the required curriculum for a certificate in a specialized technical field will be eligible for the Certificate in that field. A student must make a minimum GPA of 2.0. It is possible for a student to qualify for an Associate's Degree while earning certain Certificates and students are urged to do so. Students in a Health Science program must earn a minimum of C in all courses required for the certificate. Please contact the Counseling Office for a listing of Texas Success Initiative exempt programs.

Guarantee of Job Competency

Cisco College guarantees that persons receiving an A.A.S. degree in a technical program will have at the time of graduation the technical job skills necessary to enter into employment. If a recipient of an A.A.S.

is judged by their employer to be lacking in technical job skills identified as exit competencies for the specific degree program, the graduate will be provided up to 12 tuition-free credit hours of additional skill training by Cisco College. Full information regarding the procedures and definitions of this guarantee can be obtained from the Vice President of Instruction of the Abilene Educational Center.

Distance Education

Distance Education at Cisco College provides students with flexible ways to earn college credit. Along with the courses delivered at out-of-district locations, the College offers distance instruction in four formats:

- Online course instruction will be delivered asynchronously (anytime) online using distance education resources including Canvas. Online classes may include optional synchronous (live) opportunities for student and instructor interaction. Some online classes require proctored exams or lab attendance.
- Hybrid courses that provide a blended learning experience. More than 50% but less than 85% of the course will take place using distance education resources including Canvas. The remaining instruction will be delivered with the instructor and students in the same location. Exams may be online or in-person.
- Interactive Television (ITV) classes that take place through Internet video broadcasting, enabling students and instructors in different locations to see and interact with each other in real-time.
- Remote classes provide synchronous (live) instruction via Zoom or a similar video conferencing service. Attendance during a set schedule is required each week. Remote classes are web-enhanced to include supplemental use of distance education resources including Canvas. They may require proctored exams.

Distance Education courses maintain academic quality, learning outcomes, credit hours, transferability, and access to support services. For more information, visit Distance Education on the Cisco website at www.cisco.edu or email online@cisco.edu.

Workforce Education/Continuing Education

Cisco College is committed to enriching the lives of its students and communities through quality educational programs and services to all those interested in pursuing lifelong learning opportunities. Cisco College delivers an array of innovative programs and courses through a variety of individual formats that are flexible, diverse and responsive to the needs of its public, private and corporate citizens.

Workforce Education/Continuing Education programs range from intensive instruction in skills necessary to employment at the entry level to extending or upgrading the skills and knowledge of persons already employed who need additional training or retraining to achieve stability or advancement in their employment. Customized courses are available to meet specific employer needs. Programs for personal growth and development are also available. Continuing Education Units (CEUs) are awarded upon satisfactory completion of certain programs.

Instructors who teach in Workforce Education/Continuing Education programs are highly trained in their fields and subjects. They are chosen with particular emphasis on their knowledge of the subjects and ability to teach and guide others to develop their maximum potential.

Information on workforce education and continuing education programs and courses is available on the Cisco College website under Degrees & Programs.

Academic Programs

Core Curriculum

Cisco College has adopted a core curriculum credit requirement of 42 semester hours. This requirement conforms to guidance from the Texas Higher Education Coordinating Board (THECB). The core curriculum serves as a major part of the Associate of Arts, Associate of Science, and Associate of Arts in Teaching degrees. These 42 semester hours may be transferred to any other public institution of higher education in Texas and will be substituted for the receiving institution's core curriculum. A student shall receive academic credit for each of the courses at the receiving institution, unless the Coordinating Board has approved a larger core curriculum at that institution. It should be noted that grades of D may not be considered for transfer.

Core Curriculum Certificate of Completion

42 hours of general education courses are required of all students earning an associate degree. Students should consult their intended transfer institution regarding course selections, bachelor degree requirements, and transferability. Students completing the required courses for the core curriculum will be eligible to earn a certificate of completion.

CORE AREA	HOURS REQUIRED	STUDENTS MUST TAKE:
American History	6 hours	HIST 1301, 1302
Communication	6 hours	ENGL 1301, 1302, 2311 SPCH 1315, 1318
Government/ Political Science	6 hours	GOVT 2305, 2306

CORE AREA	HOURS REQUIRED	STUDENTS MAY SELECT FROM:
Creative Arts	3 hours	ARTS 1301, 1303, 1304, 2333, 2346 DRAM 1310, 2366 HUMA 1315 MUSI 1306
Mathematics	3 hours	MATH 1314, 1316, 1324, 1325, 1332, 1342, 1350, 1351, 2412, 2413, 2414, 2415
Language, Philosophy & Culture	3 hours	BUSI 2301 CRIJ 1307 ENGL 2321, 2322, 2323, 2326, 2327, 2328, 2331, 2332, 2333, 2341, 2342 FREN 2311, 2312 PHED 1307 PHIL 1301, 2306 SPAN 2311, 2312
Social & Behavioral Sciences	3 hours	AGRI 2317 ECON 1301, 2301, 2302 ENGR 2308 HIST 2321, 2322 PHED 1304, 1338, 1346 PSYC 2301, 2314, 2319 SOCI 1301, 1306, 2301

Life & Physical Sciences	8 hours	AGRI 1407, 1415, 1419 BIOL 1406, 1407, 1408, 1409, 1411, 1413, 2401, 2402, 2421 CHEM 1405, 1406, 1407, 1411, 1412, ENVR 1401, 1402 GEOL 1403, 1404 PHED 1164, 1301 PHYS 1401, 1402, 1403, 1404, 1415, 1417, 2425, 2426
Core Option Area: *Students may select any course(s) listed in this area that they have <u>not</u> already taken to fulfill the required hours for any other core area.*	4 hours	AGRI 1407, 1415, 1419, 2317 ARTS, 1303, 1304, BCIS 1305 BIOL 1106, 1107, 1108, 1109, 1111, 1113, 1406, 1407, 1411, 1413, 2101, 2102, 2121, 2401, 2402, 2421 CHEM 1111, 1112, 1405, 1406, 1407, 1411, 1412, 2123, 2125, 2423, 2425 CRIJ 1301, 1307, 1310 DRAM 1310, 2366 ECON 1301, 2301, 2302 EDUC 1100, 1300, 1301, 2301 ENGL 1301, 2311, 2321, 2322, 2323, 2326, 2327, 2328, 2332, 2333, 2341, 2342 ENVR 1401, 1402 FREN 1411, 1412, 2311, 2312 GEOL 1403, 1404 HIST 2301, 2321, 2322 HUMA 1315 MATH 1314, 1316, 1324, 1325, 1332, 1350, 1351, 2412, 2413, 2414, 2415 MUSI 1306 PHED 1101, 1164, 1301, 1304, 1338, 1346 PHIL 1301, 2306 PHYS 1401, 1402, 1403, 1404, 1415, 1417, 2425, 2426 PSYC 2301, 2314, 2319, 2320, 2330 SOCI 1301, 1306, 2301, SPAN 1411, 1412, 2311, 2312 SPCH 1315, 1318, 1321

Field of Study Curricula & Courses within the A.A. or A.S. Multidisciplinary Studies Degrees

Cisco College students may complete an A.A. or A.S. degree that includes a field of study (F.O.S.) curricula or courses when applicable that conform to guidance from the Texas Higher Education Coordinating Board (THECB). In accordance with the Texas Administrative Code, students must receive credit for F.O.S. curricula when transferred to a public institution in the State of Texas. F.O.S. courses are noted on student transcripts.

If a student successfully completes a F.O.S. curriculum, that block of courses may be transferred to a general academic teaching institution and must be substituted for that institution's lower division degree requirements for the field of study into which the student transfers and the student shall receive full academic credit toward the degree program for the block of courses transferred. If a student successfully completes courses that are part of an F.O.S. curriculum, then those courses must transfer into a degree program but students may be required to complete the institution's remaining requirements for the lower-division courses in the major. Fields of study are marked on a student's transcript for the Associate of Arts, Multidisciplinary Studies.

Biology Field of Study

BIOL 1406 Biology for Science Majors I
BIOL 1407 Biology for Science Majors II
CHEM 1411 General Chemistry I
CHEM 1412 General Chemistry II
CHEM 2423 Organic Chemistry I
PHYS 1401 College Physics I

Business Administration Field of Study

ECON 2301 Principles of Macroeconomics
MATH 1324 Mathematics for Business & Social Sciences
ECON 2302 Princes of Microeconomics
ACCT 2301 Principles of Financial Accounting
ACCT 2302 Principles of Managerial Accounting
BUSI 1301 Business Principles

Communication Field of Study

SPCH 1315 Public Speaking
SPCH 1318 Interpersonal Communication
SPCH 1321 Bus & Prof. Communication

Criminal Justice Field of Study

CRIJ 1301 Introduction to Criminal Justice
CRIJ 1306 Court Systems & Practices
CRIJ 1310 Fundamentals of Criminal Law
CRIJ 2313 Correctional Systems & Practices
CRIJ 2328 Police Systems & Practices

Early Childhood-3 Field of Study

EDUC 1301 Introduction to the Teaching Profession
EDUC 2301 Introduction to Special Populations

Early Childhood-6 Field of Study

EDUC 1301 Introduction to the Teaching Profession
EDUC 2301 Introduction to Special Populations
MATH 1314 College Algebra
MATH 1350 Mathematics for Teachers I
MATH 1351 Mathematics for Teachers II

Education 4-8 Field of Study

EDUC 1301 Introduction to the Teaching Profession
EDUC 2301 Introduction to Special Populations
MATH 1314 College Algebra
MATH 1350 Mathematics for Teachers I
MATH 1351 Mathematics for Teachers II

English Field of Study

ENGL 1301 Composition I
ENGL 1302 Composition II
ENGL 2321 British Literature
ENGL 2322 British Literature I
ENGL 2323 British Literature II
ENGL 2326 American Literature
ENGL 2327 American Literature I
ENGL 2328 American Literature II
ENGL 2331 World Literature
ENGL 2332 World Literature I
ENGL 2333 World Literature II
ENGL 2341 Forms of Literature

History Field of Study

HIST 1301 United States of History I
HIST 1302 United States of History II
HIST 2321 World Civilizations I
HIST 2322 World Civilizations II
HIST 2301 Texas History

Kinesiology and Exercise Science Field of Study

BIOL 2401 Anatomy & Physiology I
PSYC 2301 General Psychology
KINE or PHED 1301 Foundations of Kinesiology
KINE or PHED 1304 Personal Community Health
KINE or PHED 1338 Concepts of Physical Fitness
KINE or PHED 2356 Care and Prevention of Athletic Injuries

Political Science Field of Study

MATH 1342 Elementary Statistics
GOVT 2305 Federal Government
GOVT 2306 Texas Government

Psychology Field of Study

PSYC 2301 General Psychology
PSYC 2314 Lifespan & Growth Development
PSYC 2317 Statistical Methods in Psychology
PSYC 2319 Social Psychology

Sociology Field of Study

SOCI 1301 Introduction to Sociology
SOCI 1306 Social Problems
SOCI 2301 Marriage and the Family

Associate of Arts

Cisco College offers three Associate of Arts degrees designed to transfer to a four year univeristy:

- Associate of Arts, Multidisciplinary Studies
- Associate of Arts, Business Administration
- Associate of Arts, Criminal Justice

Cisco College also offers courses that will fullfil the fields of study identified by the Texas Higher Education Coordinating Board in multiple disciplines:

- Associate of Arts, Communication
- Associate of Arts, English
- Associate of Arts, History
- Associate of Arts, Psychology
- Associate of Arts, Sociology

Associate of Arts, Multidisciplinary Studies

The Associate of Arts in Multidisciplinary Studies is an academic transfer degree that includes 42 required core curriculum hours and 18 elective course hours that students may fill with courses in their area of interest or in the area of their intended university major. All courses listed in the catalog may be used to fulfill the elective requirements for the Associate of Arts Degree, so long as the course is not simultaneously designated to fulfill a core requirement.

The A.A. Degree is awarded if the student satisfies the following requirements:

1. Fulfills all college entrance requirements.
2. Satisfactorily completes 60 semester hours of college work, including the 42 hour core curriculum and 18 hours of electives. No more than six hours of elective credit from technical programs may be counted towards the A.A. Degree.
3. Completes a minimum of 25% of the semester credit hours required for the A.A. degree at Cisco College.
4. Makes a minimum GPA of 2.0 (‘C’ average) on all work needed for graduation.
5. Satisfactorily settles all business accounts.
6. Meets all Texas Success Initiative requirements.

Selecting elective courses for the A.A., Multidisciplinary Studies

The Associate of Arts in Multidisciplinary Studies requires 60 course hours. Students are not required to take more than 60 course hours to complete an associate degree. The Associate of Arts in Multidisciplinary Studies degree may be completed by following the 60-hour Multidisciplinary Studies curriculum, or by selecting elective courses in the intended university major. Students should use the catalog course inventory to identify courses that will transfer to their intended university and prepare them for their major.

Students should consult with their counselor and their intended transfer university to verify elective course selections are appropriate, transferable, and applicable to the major.

A.A., Multidisciplinary Curriculum

Freshman Year				
First Semester			**Second Semester**	
Communication Core: ENGL 1301 Composition I	3		**Communication Core:** ENGL 1302 Composition II	3
Core Compnonent Area:	4		**Social & Behavioral Sciences Core, Choose 1:** **AGRI** *2317,* **ECON** *1301, 2301, 2302,* **HIST** *2321, 2322,* **PHED** *1304, 1338, 1346,* **PSYC** *2301, 2314, 2319,* **SOCI** *1301, 1306, 2301*	3
American History Core: HIST 1301 United States History I	3		**American History Core:** HIST 1302 United States History II	3
Creative Arts Core, Choose 1: **ARTS** *1301, 1303, 1304, 2333, 2346,* **DRAM** *1310, 2366,* **HUMA** *1315,* **MUSI** *1306*	3		Elective	3
Elective	3		Elective	3
TOTAL	**16**		**TOTAL**	**15**
Sophomore year				
First Semester			**Second Semester**	
Government/Political Science Core: GOVT 2305 Federal Government	3		**Government/Political Science Core:** GOVT 2306 Texas Government	3
Life & Physical Sciences Core, Choose 1: **AGRI** *1407, 1415, 1419,* **BIOL** *1406, 1407, 1408, 1409, 1411, 1413, 2401, 2402, 2421,* **CHEM** *1405, 1406, 1407, 1411, 1412,* **ENVR** *1401, 1402,* **GEOL** *1403, 1404,* **KINE** *1301,* **PHED** *1164,* **PHYS** *1401, 1402, 1403, 1404, 1415, 1417, 2425, 2426*	4		**Life & Physical Sciences Core, Choose 1:** **AGRI** *1407, 1415, 1419,* **BIOL** *1406, 1407, 1408, 1409, 1411, 1413, 2401, 2402, 2421,* **CHEM** *1405, 1406, 1407, 1411, 1412,* **ENVR** *1401, 1402,* **GEOL** *1403, 1404,* **KINE** *1301,* **PHED** *1164,* **PHYS** *1401, 1402, 1403, 1404, 1415, 1417, 2425, 2426*	4
Mathematics Core, Choose 1: **MATH** *1314, 1316, 1324, 1325, 1332, 1342, 1350, 1351, 2412, 2413, 2414, 2415*	3		**Language, Philosophy, & Culture Core, Choose 1:** **BUSI** *2301,* **CRIJ** 1307, **ENGL** *2321, 2322, 2323, 2326 2327, 2328, 2331, 2332, 2333, 2341, 2342,* **FREN** *2311, 2312,* **PHED** *1307,* **PHIL** *1301, 2306,* **SPAN** *2311, 2312*	3
Elective	3		Elective	3
Elective	3			
TOTAL	**16**		**TOTAL**	**13**
			TOTAL DEGREE HOURS	**60**

**See core curriculum course options.*

A.A., Business Administration

The Associate of Arts in Business Administration requires a minimum of 60 course hours. Students are not required to take more than 60 course hours to complete an associate degree. The Associate of Arts in Business Administration degree may be completed by following the 60-hour curriculum included here. Students wishing to transfer into a baccalaureate program at a four-year institution should choose elective courses that fulfill freshman and sophomore level requirements for their university major.

Freshman Year				
First Semester			**Second Semester**	
Communication Core: ENGL 1301 Composition I	3		**Communication Core, Choose 1** ENGL 1302 Composition II or ENGL 2311 Business & Technical Writing	3
American History Core: HIST 1301 United States History I	3		**American History Core:** HIST 1302 United States History II	3
Mathematics Core, Choose 1: MATH 1324 or MATH 1314	3		BUSI 2305 Business Statistics	3
BUSI 1307 Personal Finance	3		BCIS 1305 Business Computer Information Systems	3
Creative Arts Core, Choose 1: **ARTS** *1301, 1303, 1304, 2333, 2346,* **DRAM** *1310, 2366,* **HUMA** *1315,* **MUSI** *1306*	3		BUSI 1301 Business Principles	3
TOTAL	**15**		**TOTAL**	**15**
Sophomore year				
First Semester			**Second Semester**	
Government/Political Science Core: GOVT 2305 Federal Government	3		**Government/Political Science Core:** GOVT 2306 Texas Government	3
Life & Physical Sciences Core, Choose 1: **AGRI** *1407, 1415, 1419,* **BIOL** *1406, 1407, 1408, 1409, 1411, 1413, 2401, 2402, 2421,* **CHEM** *1405, 1406, 1407, 1411, 1412,* **ENVR** *1401, 1402,* **GEOL** *1403, 1404,* **KINE** *1301,* **PHED** *1164,* **PHYS** *1401, 1402, 1403, 1404, 1415, 1417, 2425, 2426*	4		**Life & Physical Sciences Core, Choose 1:** **AGRI** *1407, 1415, 1419,* **BIOL** *1406, 1407, 1408, 1409, 1411, 1413, 2401, 2402, 2421,* **CHEM** *1405, 1406, 1407, 1411, 1412,* **ENVR** *1401, 1402,* **GEOL** *1403, 1404,* **KINE** *1301,* **PHED** *1164,* **PHYS** *1401, 1402, 1403, 1404, 1415, 1417, 2425, 2426*	4
Language, Philosophy, & Culture Core, BUSI 2301 Business Law	3		Elective	1
Social & Behavioral Sciences Core, ECON 2301 Macroeconomics	3		ECON 2302 Microeconomics	3
ACCT 2301 Financial Accounting	3		ACCT 2302 Managerial Accounting	3
TOTAL	**16**		**TOTAL**	**14**
			TOTAL DEGREE HOURS	**60**

**See core curriculum course options.*

A.A., Criminal Justice

The Associate of Arts in Criminal Justice requires a minimum of 60 course hours. Students are not required to take more than 60 course hours to complete an associate degree. The Associate of Arts in Criminal Justice degree may be completed by following the 60-hour curriculum included here. Students wishing to transfer into a baccalaureate program at a four-year institution should choose elective courses that fulfill freshman and sophomore level requirements for their university major.

Freshman Year				
First Semester			**Second Semester**	
Communication Core: ENGL 1301 Composition I	3		**Communication Core, Choose 1** ENGL 1302 Composition II or SPCH 1315 Public Speaking	3
Language, Philosophy, & Culture Core: CRIJ 1307 Crime in America	3		**Social & Behavioral Sciences Core:** SOCI 1301 Introduction to Sociology	3
American History Core: HIST 1301 United States History I	3		**American History Core:** HIST 1302 United States History II	3
Creative Arts Core, Choose 1: **ARTS** *1301, 1303, 1304, 2333, 2346,* **DRAM** *1310, 2366,* **HUMA** *1315,* **MUSI** *1306*	3		CRIJ 1310 Fundamental of Criminal Law	3
CRIJ 1301 Introduction to Criminal Justice	3		CRIJ 1313 Juvenile Justice	3
TOTAL	**15**		**TOTAL**	**15**
Sophomore year				
First Semester			**Second Semester**	
Government/Political Science Core: GOVT 2305 Federal Government	3		**Government/Political Science Core:** GOVT 2306 Texas Government	3
Life & Physical Sciences Core, Choose 1: **AGRI** *1407, 1415, 1419,* **BIOL** *1406, 1407, 1408, 1409, 1411, 1413, 2401, 2402, 2421,* **CHEM** *1405, 1406, 1407, 1411, 1412,* **ENVR** *1401, 1402,* **GEOL** *1403, 1404,* **KINE** *1301,* **PHED** *1164,* **PHYS** *1401, 1402, 1403, 1404, 1415, 1417, 2425, 2426*	4		**Life & Physical Sciences Core, Choose 1:** **AGRI** *1407, 1415, 1419,* **BIOL** *1406, 1407, 1408, 1409, 1411, 1413, 2401, 2402, 2421,* **CHEM** *1405, 1406, 1407, 1411, 1412,* **ENVR** *1401, 1402,* **GEOL** *1403, 1404,* **KINE** *1301,* **PHED** *1164,* **PHYS** *1401, 1402, 1403, 1404, 1415, 1417, 2425, 2426*	4
Mathematics Core, Choose 1: Math 1314 College Algebra, or Math 1342 Elementary Statistics, or Math 1332 Contemporary Math	3		CRIJ 2301 Community Resources in Corrections or CRIJ 2323 Legal Aspects of Law Enforcement	3
CRIJ 2313 Correctional Systems & Practices	3		CRIJ 1306 Court Systems & Practices	3
CRIJ 2328 Police Systems & Practices	3		Elective	1
TOTAL	**16**		**TOTAL**	**14**
			TOTAL DEGREE HOURS	**60**

**See core curriculum course options.*

Associate of Science

Cisco College offers nine Associate of Science degrees designed to transfer to a four year university:

- Agribusiness
- Chemistry
- Data Science
- Geoscience
- Kinesiology, Coaching & Teaching
- Kinesiology Exercise Science
- Mathematics
- Math Education
- Physics

Cisco College also offers courses that will fulfill the fields of study identified by the Texas Higher Education Coordinating Board in multiple disciplines:

- Biology
- Kinesiology and Exercise Science

Associate of Science, Multidisciplinary Studies

The Associate of Science is an academic transfer degree that includes 42 required core curriculum hours and 18 elective course hours that students may fill with courses in their area of interest or in the area of their intended university major. All courses listed in the catalog may be used to fulfill the elective requirements for the Associate of Science Degree, so long as the course is not simultaneously designated to fulfill a core curriculum requirement.

Cisco College offers an Associate of Science in Multidisciplinary Studies and multiple discipline-specific Associate of Science degrees with defined curricula.

The A.S. Degree is awarded if the student satisfies the following requirements:

1. Fulfills all college entrance requirements.
2. Satisfactorily completes 60 semester hours of college work, including the 42 hour core curriculum and 18 hours of electives with the additional requirements below. No more than six hours of elective credit from technical programs may be counted towards the A.S. Degree.
    i. Mathematics (6 semester hours) from:
        MATH 1314, 1316, 1324, 1325, 1342, 2412, 2413, 2414, 2415
    ii. Life and Physical Sciences (12 semester hours) from:
        AGRI 1407, 1415, 1419, BIOL 1406, 1407, 1411, 1413, 2401, 2402, 2421, CHEM 1411, 1412, 2423, 2425, ENVR 1401, GEOL 1403, 1404, PHYS 1401, 1402, 1403, 1404, 2425, 2426
3. Completes a minimum of 25% of the semester credit hours required for the A.S. degree at Cisco College.
4. Makes a minimum GPA of 2.0 (‘C’ average) on all work needed for graduation.
5. Satisfactorily settles all business accounts.
6. Meets all Texas Success Initiative requirements.

A.S., Multidisciplinary Studies Curriculum

Freshman Year				
First Semester	**SCH**		**Second Semester**	**SCH**
Communication Core: ENGL 1301 Composition I	3		**Communication Core:** ENGL 1302 Composition II	3
American History Core: HIST 1301 United States History I	3		**American History Core:** HIST 1302 United States History II	3
Mathematics Core, Choose 1: *1314, 1316, 1324, 1325, 1342, 2412, 2413, 2414, 2415*	3		**Mathematics Core, Choose 1:** *1314, 1316, 1324, 1325, 1342, 2412, 2413, 2414, 2415*	3
Life & Physical Sciences Core, Choose 1: **AGRI** *1407, 1415, 1419,* **BIOL** *1406, 1407, 1411, 1413, 2401, 2402, 2421,* **CHEM** *1405, 1406, 1407, 1411, 1412,* **ENVR** *1401, 1402,* **GEOL** *1403, 1404,* **KINE** *1301,* **PHED** *1164,* **PHYS** *1401, 1402, 1403, 1404, 1415, 1417, 2425, 2426*	4		**Life & Physical Sciences Core, Choose 1:** **AGRI** *1407, 1415, 1419,* **BIOL** *1406, 1407, 1411, 1413, 2401, 2402, 2421,* **CHEM** *1405, 1406, 1407, 1411, 1412,* **ENVR** *1401, 1402,* **GEOL** *1403, 1404,* **KINE** *1301,* **PHED** *1164,* **PHYS** *1401, 1402, 1403, 1404, 1415, 1417, 2425, 2426*	4
Creative Arts Core, Choose 1: **ARTS** *1301, 1303, 1304, 2333, 2346,* **DRAM** *1310, 2366,* **HUMA** *1315,* **MUSI** *1306*	3		Elective*	3
TOTAL	**16**		**TOTAL**	**16**
Sophomore year				
First Semester			**Second Semester**	
Government/Political Science Core: GOVT 2305 Federal Government	3		**Government/Political Science Core:** GOVT 2306 Texas Government	3
Life & Physical Sciences Core, Choose 1: **AGRI** *1407, 1415, 1419,* **BIOL** *1406, 1407, 1411, 1413, 2401, 2402, 2421,* **CHEM** *1405, 1406, 1407, 1411, 1412,* **ENVR** *1401, 1402,* **GEOL** *1403, 1404,* **KINE** *1301,* **PHED** *1164,* **PHYS** *1401, 1402, 1403, 1404, 1415, 1417, 2425, 2426*	4		Electives*	12
Social & Behavioral Sciences Core, Choose 1: **AGRI** *2317,* **ECON** *1301, 2301, 2302,* **HIST** *2321, 2322,* **PHED** *1304, 1338, 1346,* **PSYC** *2301, 2314, 2319,* **SOCI** *1301, 1306, 2301*	3			
Language, Philosophy, & Culture Core, Choose 1: **BUSI** *2301,* **ENGL** *2321, 2322, 2323, 2326 2327, 2328, 2331, 2332, 2333, 2341, 2342,* **FREN** *2311, 2312,* **PHED** *1307,* **PHIL** *1301, 2306,* **SPAN** *2311, 2312*	3			
TOTAL	**13**		**TOTAL**	**15**
			TOTAL DEGREE HOURS	**60**

**See core curriculum course options. Courses should be chosen to fulfill transfer requirements for a particular STEM major. Students should consult with their intended transfer institution's program requirements before choosing courses.*

A.S., Agribusiness

The Associate of Science in Agribusiness requires a minimum of 60 course hours. Students are not required to take more than 60 course hours to complete an associate degree. The Associate of Science in Agribusiness degree may be completed by following the 60-hour curriculum included here. Students wishing to transfer into a baccalaureate program at a four year institution should choose elective courses that fulfill freshman and sophomore level requirements for their university major.

Freshman Year				
First Semester			**Second Semester**	
Communication Core: ENGL 1301 Composition I	3		**Communication Core:** ENGL 1302 Composition II	3
American History Core: HIST 1301 United States History I	3		**American History Core:** HIST 1302 United States History II	3
Mathematics Core: MATH 1324 mathematics for Business & Social Science I*	3		MATH 1325 mathematics for Business & Social Science II*	3
Life & Physical Sciences Core: AGRI 1419 Intro. Animal Science	4		**Life & Physical Sciences Core:** AGRI 1415 Horticulture	4
Creative Arts Core, Choose 1: **ARTS** *1301, 1303, 1304, 2333, 2346,* **DRAM** *1310, 2366,* **HUMA** *1315,* **MUSI** *1306*	3		BUSI 1301 Business Principles	3
TOTAL	**16**		**TOTAL**	**16**
Sophomore year				
First Semester			**Second Semester**	
Government/Political Science Core: GOVT 2305 Federal Government	3		**Government/Political Science Core:** GOVT 2306 Texas Government	3
Social & Behavioral Sciences Core, Choose 1: AGRI 2317 Introduction to Agricultural Economics	3		AGRI 1407 Agronomy	4
Language, Philosophy, & Culture Core, Choose 1: **BUSI** *2301,* **ENGL** *2321, 2322, 2323, 2326 2327, 2328, 2331, 2332, 2333, 2341, 2342,* **FREN** *2311, 2312,* **PHED** *1307,* **PHIL** *1301, 2306,* **SPAN** *2311, 2312*	3		ECON 2302 Microeconomics	3
ACCT 2301 Principles of Financial Accounting	3		AGRI Elective	3
ECON 2301 Macroeconomics	3			
TOTAL	**15**		**TOTAL**	**13**
			TOTAL DEGREE HOURS	**60**

Other agriculture elective courses available: Agriculture (AGRI) 1311 Dairy Science, 1325 Marketing of Agriculture Products, 2321 Livestock Evaluation, or 2330 Wildlife Conservation Management.
**Students should consult their intended transfer institution's program requirements to verify math course selection.*

A.S., Chemistry

The Associate of Science in Chemistry requires a minimum of 60 course hours. Students are not required to take more than 60 course hours to complete an associate degree. The Associate of Science in Chemistry degree may be completed by following the 60-hour curriculum included here. Students wishing to transfer into a baccalaureate program at a four year institution should choose elective courses that fulfill freshman and sophomore level requirements for their university major.

The chemistry curriculum suggests taking courses in summer terms to manage semester workload. Students are not required to take courses in summer terms; all courses included below are offered in fall and spring terms.

Freshman Year				
First Semester			**Second Semester**	
Communication Core: ENGL 1301 Composition I	3		**Communication Core:** ENGL 1302 Composition II	3
Mathematics Core: MATH 1314 College Algebra	3		MATH 2000 level**	3
Life & Physical Sciences Core, Choose 1: CHEM 1411 General Chemistry I	4		**Life & Physical Sciences Core, Choose 1:** CHEM 1412 General Chemistry II	4
Creative Arts Core, Choose 1: **ARTS** *1301, 1303, 1304, 2333, 2346,* **DRAM** *1310, 2366,* **HUMA** *1315,* **MUSI** *1306*	3		**Social & Behavioral Sciences Core, Choose 1:** **AGRI** *2317,* **ECON** *1301, 2301, 2302,* **HIST** *2321, 2322,* **PHED** *1304, 1338, 1346,* **PSYC** *2301, 2314, 2319,* **SOCI** *1301, 1306, 2301*	3
TOTAL	**13**		**TOTAL**	**13**
Summer Terms				
Summer I			**Summer II**	
American History Core: HIST 1301 United States History I	3		**American History Core:** HIST 1302 United States History II	3
TOTAL	**3**		**TOTAL**	**3**
Sophomore year				
First Semester			**Second Semester**	
CHEM 2423 Organic Chemistry I	4		CHEM 2425 Organic Chemistry II	4
MATH 2413 Calculus I	4		MATH 2414 Calculus II	4
Language, Philosophy, & Culture Core, Choose 1: **BUSI** *2301,* **CRIJ** 1307, **ENGL** *2321, 2322, 2323, 2326 2327, 2328, 2331, 2332, 2333, 2341, 2342,* **FREN** *2311, 2312,* **PHED** *1307,* **PHIL** *1301, 2306,* **SPAN** *2311, 2312*	3		ENGL 2311 Business & Technical Writing	3
Government/Political Science Core: GOVT 2305 Federal Government	3		**Government/Political Science Core:** GOVT 2306 Texas Government	3
TOTAL	**14**		**TOTAL**	**14**
			TOTAL DEGREE HOURS	**60**

A.S., Data Science

The Associate of Science in Data Science requires a minimum of 60 course hours. Students are not required to take more than 60 course hours to complete an associate degree. The Associate of Science in Data Science degree may be completed by following the 60-hour curriculum included here. Students wishing to transfer into a baccalaureate program at a four year institution should choose elective courses that fulfill freshman and sophomore level requirements for their university major.

The Data Science curriculum suggests taking courses in summer terms to manage semester workload. Students are not required to take courses in summer terms; all courses included below are offered in fall and spring terms.

Freshman Year				
First Semester			**Second Semester**	
Mathematics Core: MATH 2413 Calculus I	4		MATH – 2000 level elective**	3
COSC 1336 Programming Fundamentals I	3		COSC 1337 Programming Fundamentals II	3
Communication Core: ENGL 1301 Composition I	3		**Communication Core:** ENGL 1302 Composition II	3
American History Core: HIST 1301 United States History I	3		**American History Core:** HIST 1302 United States History II	3
TOTAL	**13**		**TOTAL**	**12**
Summer Terms				
Summer I			**Summer II**	
Creative Arts Core, Choose 1: **ARTS** *1301, 1303, 1304, 2333, 2346,* **DRAM** *1310, 2366,* **HUMA** *1315,* **MUSI** *1306*	3		MATH – 2000 level elective**	3
Social & Behavioral Sciences Core, Choose 1: **AGRI** *2317,* **ECON** *1301, 2301, 2302,* **HIST** *2321, 2322,* **PHED** *1304, 1338, 1346,* **PSYC** *2301, 2314, 2319,* **SOCI** *1301, 1306, 2301*	3			
TOTAL	**6**		**TOTAL**	**3**

A.S., Data Science Continued

Sophomore year				
First Semester			**Second Semester**	
Life & Physical Sciences Core, Choose 1: PHYS 2425 University Physics I	4		**Life & Physical Sciences Core, Choose 1:** PHYS 2426 University Physics II	4
Math/Science/or Computer Science Elective	3		Math/Science/or Computer Science Elective	3
MATH – elective**	3		**Language, Philosophy, & Culture Core, Choose 1:** **BUSI** *2301,* **CRIJ** 1307**, ENGL** *2321, 2322, 2323, 2326 2327, 2328, 2331, 2332, 2333, 2341, 2342,* **FREN** *2311, 2312,* **PHED** *1307,* **PHIL** *1301, 2306,* **SPAN** *2311, 2312*	3
Government/Political Science Core: GOVT 2305 Federal Government	3		**Government/Political Science Core:** GOVT 2306 Texas Government	3
TOTAL	**13**		**TOTAL**	**13**
			TOTAL DEGREE HOURS	**60**

**See the Course Catalog on the Cisco College website for core curriculum course options.*
***Electives chosen need to fulfill transfer requirements for a particular STEM major. Students should consult with intended transfer institutions program requirements before choosing courses.*

A.S., Environmental Science

The Associate of Science in Environmental Science requires a minimum of 60 course hours. Students are not required to take more than 60 course hours to complete an associate degree. The Associate of Science in Environmental Science degree may be completed by following the 60-hour curriculum included here. Students wishing to transfer into a baccalaureate program at a four year institution should choose elective courses that fulfill freshman and sophomore level requirements for their university major.

Freshman Year				
First Semester			**Second Semester**	
Life & Physical Sciences Core, Choose 1: BIOL 1406 Biology for Science Majors I	4		**Life & Physical Sciences Core, Choose 1:** BIOL 1407 Biology for Science Majors II	4
Mathematics Core: MATH 1314 College Algebra	3		MATH 1342 Elementary Statistics	3
Communication Core: ENGL 1301 Composition I	3		**Communication Core:** ENGL 1302 Composition II	3
American History Core: HIST 1301 United States History I	3		**American History Core:** HIST 1302 United States History II	3
Creative Arts Core, Choose 1: **ARTS** *1301, 1303, 1304, 2333, 2346,* **DRAM** *1310, 2366,* **HUMA** *1315,* **MUSI** *1306*	3		**Social & Behavioral Sciences Core, Choose 1:** **AGRI** *2317,* **ECON** *1301, 2301, 2302,* **HIST** *2321, 2322,* **PHED** *1304, 1338, 1346,* **PSYC** *2301, 2314, 2319,* **SOCI** *1301, 1306, 2301*	3
TOTAL	**16**		**TOTAL**	**16**
Sophomore year				
First Semester			**Second Semester**	
ENVR 1401 Environmental Science I	4		ENVR 1402 Environmental Science II	4
CHEM 1411 General Chemistry I	4		CHEM 1412 General Chemistry II	4
Government/Political Science Core: GOVT 2305 Federal Government	3		**Government/Political Science Core:** GOVT 2306 Texas Government	3
Elective**	3		**Language, Philosophy, & Culture Core, Choose 1:** **BUSI** *2301,* **CRIJ** 1307**, ENGL** *2321, 2322, 2323, 2326 2327, 2328, 2331, 2332, 2333, 2341, 2342,* **FREN** *2311, 2312,* **PHED** *1307,* **PHIL** *1301, 2306,* **SPAN** *2311, 2312*	3
TOTAL	**14**		**TOTAL**	**14**
			TOTAL DEGREE HOURS	**60**

***Electives chosen need to fulfill transfer requirements for a particular STEM major. Students should consult with intended transfer institutions program requirements before choosing courses.*

A.S., Geoscience

The Associate of Science in Geoscience requires a minimum of 60 course hours. Students are not required to take more than 60 course hours to complete an associate degree. The Associate of Science in Geoscience degree may be completed by following the 60-hour curriculum included here. Students wishing to transfer into a baccalaureate program at a four year institution should choose elective courses that fulfill freshman and sophomore level requirements for their university major.

The Geoscience curriculum suggests taking courses in summer terms to manage semester workload. Students are not required to take courses in summer terms; all courses included below are offered in fall and spring terms.

Freshman Year				
First Semester			**Second Semester**	
Mathematics Core: MATH 2413 Calculus I	4		MATH 2414 Calculus II	4
Life & Physical Sciences Core, Choose 1: GEOL 1403 Physical Geology	4		**Life & Physical Sciences Core, Choose 1:** GEOL 1404 Historical Geology	4
Communication Core: ENGL 1301 Composition I	3		**Communication Core:** ENGL 1302 Composition II	3
American History Core: HIST 1301 United States History I	3		**American History Core:** HIST 1302 United States History II	3
TOTAL	**14**		**TOTAL**	**14**
Summer Terms				
Summer I			**Summer II**	
Creative Arts Core, Choose 1: **ARTS** *1301, 1303, 1304, 2333, 2346,* **DRAM** *1310, 2366,* **HUMA** *1315,* **MUSI** *1306*	3		**Social & Behavioral Sciences Core, Choose 1:** **AGRI** *2317,* **ECON** *1301, 2301, 2302,* **HIST** *2321, 2322,* **PHED** *1304, 1338, 1346,* **PSYC** *2301, 2314, 2319,* **SOCI** *1301, 1306, 2301*	3
TOTAL	**3**		**TOTAL**	**3**

A.S., Geoscience Continued

Sophomore year				
First Semester			**Second Semester**	
PHYS 1401 or 2425	4		PHYS 1402 or 2426	3
CHEM 1411 General Chemistry I	4		CHEM 1412 General Chemistry II	4
MATH or COSC – elective**	3		**Language, Philosophy, & Culture Core, Choose 1:** **BUSI** *2301,* **CRIJ** 1307**, ENGL** *2321, 2322, 2323, 2326 2327, 2328, 2331, 2332, 2333, 2341, 2342,* **FREN** *2311, 2312,* **PHED** *1307,* **PHIL** *1301, 2306,* **SPAN** *2311, 2312*	3
Government/Political Science Core: GOVT 2305 Federal Government	3		**Government/Political Science Core:** GOVT 2306 Texas Government	3
TOTAL	**14**		**TOTAL**	**13**
			TOTAL DEGREE HOURS	**60**

**See the Course Catalog on the Cisco College website for core curriculum course options.*
***Electives chosen need to fulfill transfer requirements for a particular STEM major. Students should consult with intended transfer institutions program requirements before choosing courses.*

A.S., Kinesiology, Coaching & Teaching

The following suggested degree plan is for students intending to transfer to a baccalaureate program in kinesiology or constitutes the basis for a Bachelor of Science program (BS). The A.S., Kinesiology, Coaching and Teaching Studies degree requires a minimum of 60 SCH. Students are not required to take more than 60 course hours to complete an associate degree. Students should consult their intended transfer institution regarding course selections, bachelor degree requirements, and transferability.

Freshman Year				
First Semester			**Second Semester**	
KINE 1301 Foundations of Kinesiology	3		**Social & Behavioral Sciences Core, Choose 1:** PHED 1338 Concepts of Physical Fitness	3
KINE 1321 Principles of Athletic Coaching	3		PHED 1304 Personal and Community Health	3
American History Core: HIST 1301 United States History I	3		**American History Core:** HIST 1302 United States History II	3
Core Component Area: PHED 1164 Introduction to Physical Fitness & Wellness	1		**Mathematics Core:** MATH 1314 College Algebra	3
Communication Core: ENGL 1301 Composition I	3		**Communication Core, Choose 1:** **ENGL** 1302, 2311, **SPCH** 1315, 1318	3
TOTAL	**13**		**TOTAL**	**15**
Sophomore year				
First Semester			**Second Semester**	
KINE 2356 Care & Prevention of Athletic Injuries	3		KINE 2358 Psychological Aspects of Performance or	3
Language, Philosophy, & Culture Core, Choose 1: **BUSI** *2301,* **CRIJ** 1307, **ENGL** *2321, 2322, 2323, 2326 2327, 2328, 2331, 2332, 2333, 2341, 2342,* **FREN** *2311, 2312,* **PHED** *1307,* **PHIL** *1301, 2306,* **SPAN** *2311, 2312*	3		PHED 1331 Physical Education for Elementary Education Majors	3
Government/Political Science Core: GOVT 2305 Federal Government	3		**Government/Political Science Core:** GOVT 2306 Texas Government	3
Life & Physical Sciences Core: Biology 2401 Anatomy & Physiology I	4		**Life & Physical Sciences Core:** Biology 2402 Anatomy & Physiology II	4
Creative Arts Core, Choose 1: **ARTS** *1301, 1303, 1304, 2333, 2346,* **DRAM** *1310, 2366,* **HUMA** *1315,* **MUSI** *1306*	3		MATH 1342 or MATH 2412	3
TOTAL	**16**		**TOTAL**	**16**
			TOTAL DEGREE HOURS	**60**

A.S., Kinesiology Exercise Science

The following suggested degree plan is for students intending to transfer to a baccalaureate program in kinesiology or constitutes the basis for a Bachelor of Science program (BS). The A.S., Kinesiology Exercise Science Studies degree requires a minimum of 60 SCH. Students are not required to take more than 60 course hours to complete an associate degree. Students should consult their intended transfer institution regarding course selections, bachelor degree requirements, and transferability.

Freshman Year				
First Semester			**Second Semester**	
KINE 1306 First Aid, CPR, and Safety Practices	3		KINE 1304 Personal/Community Health	3
Creative Arts Core, Choose 1: **ARTS** *1301, 1303, 1304, 2333, 2346,* **DRAM** *1310, 2366,* **HUMA** *1315,* **MUSI** *1306*	3		KINE 1301 Foundations of Kinesiology or **Social & Behavioral Sciences Core:** PHED 1338 Concepts of Physical Fitness	3
Life & Physical Sciences Core: BIOL 1406 Biology for Science Majors I	4		**Mathematics Core:** MATH 1314 College Algebra	3
Communication Core: ENGL 1301 Composition I	3		**Communication Core:** ENGL 1302 Composition II	3
American History Core: HIST 1301 United States History I	3		**American History Core:** HIST 1302 United States History II	3
TOTAL	**16**		**TOTAL**	**15**
Sophomore year				
First Semester			**Second Semester**	
KINE 2356 Care & Prevention of Athletic Injuries	3		KINE 2362 Foundations of Exercise Science	3
KINE 2358 Psychological Aspects of Performance	3		MATH 1342 or MATH 2412	3
Government/Political Science Core: GOVT 2305 Federal Government	3		**Government/Political Science Core:** GOVT 2306 Texas Government	3
Life & Physical Sciences Core: Biology 2401 Anatomy & Physiology I	4		Biology 2402 Anatomy & Physiology II	4
Language, Philosophy, & Culture Core, Choose 1: **BUSI** *2301,* **CRIJ** 1307, **ENGL** *2321, 2322, 2323, 2326 2327, 2328, 2331, 2332, 2333, 2341, 2342,* **FREN** *2311, 2312,* **PHED** *1307,* **PHIL** *1301, 2306,* **SPAN** *2311, 2312*	3			
TOTAL	**16**		**TOTAL**	**13**
			TOTAL DEGREE HOURS	**60**

A.S., Mathematics

The Associate of Science in Mathematics requires a minimum of 60 course hours. Students are not required to take more than 60 course hours to complete an associate degree. The Associate of Science in Mathematics degree may be completed by following the 60-hour curriculum included here. Students wishing to transfer into a baccalaureate program at a four year institution should choose elective courses that fulfill freshman and sophomore level requirements for their university major.

The Mathematics curriculum suggests taking courses in summer terms to manage semester workload. Students are not required to take courses in summer terms; all courses included below are offered in fall and spring terms.

Freshman Year				
First Semester			**Second Semester**	
Mathematics Core: MATH 2413 Calculus I	4		MATH 2414 Calculus II	4
COSC 1336 Programming Fundamentals I	3		**Life & Physical Sciences Core, Choose 1:** **AGRI** *1407, 1415, 1419,* **BIOL** *1406, 1407, 1411, 1413, 2401, 2402, 2421,* **CHEM** *1405, 1406, 1407, 1411, 1412,* **ENVR** *1401, 1402,* **GEOL** *1403, 1404,* **KINE** *1301,* **PHED** *1164,* **PHYS** *1401, 1402, 1403, 1404, 1415, 1417, 2425, 2426*	4
Communication Core: ENGL 1301 Composition I	3		**Communication Core:** ENGL 1302 Composition II	3
American History Core: HIST 1301 United States History I	3		**American History Core:** HIST 1302 United States History II	3
TOTAL	**13**		**TOTAL**	**14**
Summer Terms				
Summer I			**Summer II or Long Summer**	
Creative Arts Core, Choose 1: **ARTS** *1301, 1303, 1304, 2333, 2346,* **DRAM** *1310, 2366,* **HUMA** *1315,* **MUSI** *1306*	3		Math 2415 Calculus III	4
TOTAL	**3**		**TOTAL**	**4**

A.S., Mathematics Continued

Sophomore year				
First Semester			**Second Semester**	
Life & Physical Sciences Core, Choose 1: PHYS 2425 University Physics I	4		PHYS 2426 University Physics II	4
Social & Behavioral Sciences Core, Choose 1: AGRI *2317,* **ECON** *1301, 2301, 2302,* **HIST** *2321, 2322,* **PHED** *1304, 1338, 1346,* **PSYC** *2301, 2314, 2319,* **SOCI** *1301, 1306, 2301*	3		MATH elective**	3
SPCH 1315 Public Speaking	3		**Language, Philosophy, & Culture Core, Choose 1: BUSI** *2301,* **CRIJ** 1307**, ENGL** *2321, 2322, 2323, 2326 2327, 2328, 2331, 2332, 2333, 2341, 2342,* **FREN** *2311, 2312,* **PHED** *1307,* **PHIL** *1301, 2306,* **SPAN** *2311, 2312*	3
Government/Political Science Core: GOVT 2305 Federal Government	3		**Government/Political Science Core:** GOVT 2306 Texas Government	3
TOTAL	**13**		**TOTAL**	**13**
			TOTAL DEGREE HOURS	**60**

**See the Course Catalog on the Cisco College website for core curriculum course options.*
***Electives chosen need to fulfill transfer requirements for a particular STEM major. Students should consult with intended transfer institutions program requirements before choosing courses.*

A.S., Math Education

The Associate of Science in Math Education requires a minimum of 60 course hours. Students are not required to take more than 60 course hours to complete an associate degree. The Associate of Science in Math Education degree may be completed by following the 60-hour curriculum included here. Students wishing to transfer into a baccalaureate program at a four year institution should choose elective courses that fulfill freshman and sophomore level requirements for their university major.

The Math Education curriculum suggests taking courses in summer terms to manage semester workload. Students are not required to take courses in summer terms; all courses included below are offered in fall and spring terms.

Freshman Year				
First Semester			**Second Semester**	
Mathematics Core: MATH 1350 Mathematics for Teachers I	3		MATH 1351 Mathematics for Teachers II	3
Life & Physical Sciences Core, Choose 1: **AGRI** *1407, 1415, 1419,* **BIOL** *1406, 1407, 1411, 1413, 2401, 2402, 2421,* **CHEM** *1405, 1406, 1407, 1411, 1412,* **ENVR** *1401, 1402,* **GEOL** *1403, 1404,* **KINE** *1301,* **PHED** *1164,* **PHYS** *1401, 1402, 1403, 1404, 1415, 1417, 2425, 2426*	4		**Life & Physical Sciences Core, Choose 1:** **AGRI** *1407, 1415, 1419,* **BIOL** *1406, 1407, 1411, 1413, 2401, 2402, 2421,* **CHEM** *1405, 1406, 1407, 1411, 1412,* **ENVR** *1401, 1402,* **GEOL** *1403, 1404,* **KINE** *1301,* **PHED** *1164,* **PHYS** *1401, 1402, 1403, 1404, 1415, 1417, 2425, 2426*	4
Communication Core: ENGL 1301 Composition I	3		**Communication Core:** ENGL 1302 Composition II	3
American History Core: HIST 1301 United States History I	3		**American History Core:** HIST 1302 United States History II	3
EDUC 1301 Introduction to the Teaching Profession	3		**Social & Behavioral Sciences Core, Choose 1:** **AGRI** *2317,* **ECON** *1301, 2301, 2302,* **HIST** *2321, 2322,* **PHED** *1304, 1338, 1346,* **PSYC** *2301, 2314, 2319,* **SOCI** *1301, 1306, 2301*	3
TOTAL	**16**		**TOTAL**	**16**
Summer Terms				
Summer II				
EDUC 2301 Introduction to Special Populations	3			
TOTAL	**3**			

A.S., Math Education Continued

Sophomore year				
First Semester			**Second Semester**	
MATH 1314 College Algebra	3		MATH advanced elective**	3
Life & Physical Sciences Core, Choose 1: **AGRI** *1407, 1415, 1419,* **BIOL** *1406, 1407, 1411, 1413, 2401, 2402, 2421,* **CHEM** *1405, 1406, 1407, 1411, 1412,* **ENVR** *1401, 1402,* **GEOL** *1403, 1404,* **KINE** *1301,* **PHED** *1164,* **PHYS** *1401, 1402, 1403, 1404, 1415, 1417, 2425, 2426*	4		**Creative Arts Core, Choose 1:** **ARTS** *1301, 1303, 1304, 2333, 2346,* **DRAM** *1310, 2366,* **HUMA** *1315,* **MUSI** *1306*	3
SPCH 1315 Public Speaking	3		**Language, Philosophy, & Culture Core, Choose 1:** **BUSI** *2301,* **CRIJ** 1307**, ENGL** *2321, 2322, 2323, 2326 2327, 2328, 2331, 2332, 2333, 2341, 2342,* **FREN** *2311, 2312,* **PHED** *1307,* **PHIL** *1301, 2306,* **SPAN** *2311, 2312*	3
Government/Political Science Core: GOVT 2305 Federal Government	3		**Government/Political Science Core:** GOVT 2306 Texas Government	3
TOTAL	**13**		**TOTAL**	**12**
			TOTAL DEGREE HOURS	**60**

** Electives chosen need to fulfill transfer requirements for a particular STEM major. Students should consult with intended transfer institutions program requirements before choosing courses

A.S., Physics

The Associate of Science in Physics requires a minimum of 60 course hours. Students are not required to take more than 60 course hours to complete an associate degree. The Associate of Science in Physics degree may be completed by following the 60-hour curriculum included here. Students wishing to transfer into a baccalaureate program at a four year institution should choose elective courses that fulfill freshman and sophomore level requirements for their university major.

The Physics curriculum suggests taking courses in summer terms to manage semester workload. Students are not required to take courses in summer terms; all courses included below are offered in fall and spring terms.

Freshman Year				
First Semester			**Second Semester**	
Mathematics Core: MATH 2413 Calculus I	4		MATH 2414 Calculus II	4
COSC 1336 Programming Fundamentals I	3		PHYS 1403 Stars and Galaxies	4
Communication Core: ENGL 1301 Composition I	3		**Communication Core:** ENGL 1302 Composition II	3
American History Core: HIST 1301 United States History I	3		**American History Core:** HIST 1302 United States History II	3
TOTAL	**13**		**TOTAL**	**14**
Summer Terms				
Summer I			**Summer II or Long Summer**	
Creative Arts Core, Choose 1: **ARTS** *1301, 1303, 1304, 2333, 2346,* **DRAM** *1310, 2366,* **HUMA** *1315,* **MUSI** *1306*	3		Math 2415 Calculus III	4
TOTAL	**3**		**TOTAL**	**4**
Sophomore year				
First Semester			**Second Semester**	
Life & Physical Sciences Core: PHYS 2425 University Physics I	4		**Life & Physical Sciences Core:** PHYS 2426 University Physics II	4
Math elective**	3		**Language, Philosophy, & Culture Core, Choose 1:** **BUSI** *2301,* **CRIJ** 1307**, ENGL** *2321, 2322, 2323, 2326 2327, 2328, 2331, 2332, 2333, 2341, 2342,* **FREN** *2311, 2312,* **PHED** *1307,* **PHIL** *1301, 2306,* **SPAN** *2311, 2312*	3
SPCH 1315 Public Speaking	3		**Social & Behavioral Sciences Core, Choose 1:** **AGRI** *2317,* **ECON** *1301, 2301, 2302,* **HIST** *2321, 2322,* **PHED** *1304, 1338, 1346,* **PSYC** *2301, 2314, 2319,* **SOCI** *1301, 1306, 2301*	3
Government/Political Science Core: GOVT 2305 Federal Government	3		**Government/Political Science Core:** GOVT 2306 Texas Government	3
TOTAL	**13**		**TOTAL**	**13**
			TOTAL DEGREE HOURS	**60**

**Electives chosen need to fulfill transfer requirements for a particular STEM major. Students should consult with intended transfer institutions program requirements before choosing courses.

Associate of Arts in Teaching Degree

The Associate of Arts in Teaching (A.A.T.) degree is a Board-approved collegiate degree program consisting of lower-division courses intended for transfer to baccalaureate programs that lead to initial Texas teacher certification. The A.A.T. is fully transferable to any Texas public university offering baccalaureate degree programs leading to initial teacher certification. Students who complete the A.A.T. will be required to meet all entrance requirements of the senior university and should consult the catalog of the senior institution. Education courses require field experiences in the public schools.

The A.A.T. Degree is awarded if the student satisfies the following requirements:

1. Fulfills all college entrance requirements.
2. Completes a minimum of 25% of the semester credit hours required for the A.A.T. degree at Cisco College.
3. Satisfactorily completes a degree program comprised of 60 semester hours, depending on the type of initial Texas Teacher Certification being sought. Although the Cisco College core curriculum serves as its foundation, this degree program also mandates successful completion of specific education and content-based courses.
4. Satisfactorily settles all business accounts.
5. Meets all Texas Success Initiative requirements.

Cisco College has developed a suggested degree plan that students may follow to complete an A.A.T degree that include fields of study (F.O.S.) curricula or courses when applicable that conform to guidance from the Texas Higher Education Coordinating Board (THECB). In accordance with the Texas Administrative Code, students must receive credit for F.O.S. curricula when transferred to a public institution in the State of Texas. F.O.S. courses are noted on student transcripts.

If a student successfully completes a F.O.S. curriculum, that block of courses may be transferred to a general academic teaching institution and must be substituted for that institution's lower division degree requirements for the field of study into which the student transfers and the student shall receive full academic credit toward the degree program for the block of courses transferred. If a student successfully completes courses that are part of an F.O.S. curriculum, then those courses must transfer into a degree program but students may be required to complete the institution’s remaining requirements for the lower-division courses in the major.

A.A.T., Elementary Education

Freshman Year				
First Semester			**Second Semester**	
Communication Core: ENGL 1301 Composition I	3		**Communication Core:** ENGL 1302 Composition II	3
Social & Behavioral Sciences Core: PSYC 2301 General Psychology	3		**Mathematics Core:** MATH 1314 College Algebra***	3
American History Core: HIST 1301 United States History I	3		**American History Core:** HIST 1302 United States History II	3
SPCH 1315 Public Speaking	3		**Life & Physical Sciences Core, Choose 1:** BIOL 1407 Biology for Science Majors II or BIOL 1408 Biology for Non-Science Majors I	4
Creative Arts Core, Choose 1: **ARTS** *1301, 1303, 1304, 2333, 2346,* **DRAM** *1310, 2366,* **HUMA** *1315,* **MUSI** *1306*	3		Education Elective *	3
TOTAL	**15**		**TOTAL**	**16**
Sophomore year				
First Semester			**Second Semester**	
Government/Political Science Core: GOVT 2305 Federal Government	3		**Government/Political Science Core:** GOVT 2306 Texas Government	3
MATH 1350 Fundamentals of Math I***	3		MATH 1351 Fundamentals of Math II***	3
EDUC 1301 Intro to the Teaching Prof**	3		EDUC 2301 Intro to Special Pops**	3
Life & Physical Sciences Core, Choose 1: CHEM or PHYS	4		GEOL, GEOG, or other Science	4
Language, Philosophy, & Culture Core, Choose 1: **BUSI** *2301,* **CRIJ** 1307, **ENGL** *2321, 2322, 2323, 2326 2327, 2328, 2331, 2332, 2333, 2341, 2342,* **FREN** *2311, 2312,* **PHED** *1307,* **PHIL** *1301, 2306,* **SPAN** *2311, 2312*	3			
TOTAL	**16**		**TOTAL**	**13**
			TOTAL DEGREE HOURS	**60**

**Please consult an academic advisor to choose electives*

***EC -3 Core Subjects, EC-6 Core Subjects, EC 4-8 Core Subjects Field of study courses.*

****EC-6 Core Subjects, EC 4-8 Core Subjects Field of study courses.*

Career and Technical Programs

Cisco College offers Associate of Applied Science (A.A.S.) degrees and certificates in various fields of study. Our focused, fast-moving degree and certificate programs will take your career to the next level. All of our programs of study are designed to accommodate your needs by offering flexible schedules of day, evening, online, and hybrid courses.

Cisco College awards a variety of Associate of Applied Science degrees. The A.A.S. degrees are designed for students seeking a 2-year degree in a technical, allied health or workforce program. The degrees consist of technical specialty and general education courses.

- Automotive Technology
- Child Development and Early Childhood
- Cosmetology
- Criminal Justice
- Fire Technology
- Industrial Technology
- Management
- Nursing – LVN to RN Bridge program in partnership with Texas Tech University Health Science Center
- Surgical Technology
- Respiratory Care/Therapy

In addition to Associate Degrees, Cisco College offers a variety of Level I and Level II certificate programs, which lead directly to employment. Certificate programs consist of specialty courses in the program area and do not include general education requirements or TSI testing.

Associate of Applied Science Degree

The A.A.S. Degree is granted if the student satisfies the following requirements:

1. Fulfills all college entrance requirements.
2. Satisfactorily completes a prescribed two-year technical program (specific courses identified in information pertaining to specific degree), including 15 semester hours of college level, academic transfer courses drawn from the following categories:
    - Language, Philosophy, and Culture or Creative Arts
    - Social / Behavioral Science
    - Natural Science and Math
3. Completes a minimum of 25% of the semester credit hours required for the A.A.S. degree at Cisco College.
4. Makes a minimum GPA of 2.0 (‘C’ average) on all work needed for graduation.
5. Satisfactorily settles all business accounts.
6. Meets all Texas Success Initiative requirements.

Some technical programs are offered only at one location. These programs are designated “Abilene Center” or “Cisco Campus” by each respective curriculum.

Automotive Technology (Abilene Only)

The Automotive Technology program consists of a two-year Associate in Applied Science Degree, a two-year certificate and two one-year level one certificates. A student receiving a degree, a two-year certificate or a level one certificate must complete the Capstone Requirements.

In-depth training prepares students for an entry-level job or enables them to upgrade job skills. Graduates of this program are capable of working in many settings. Opportunities are available in automobile dealerships, automobile repair shops, service stations, automotive parts stores, automotive specialty shops, and service repair centers. The automotive field offers unending challenges as the industry is ever changing. Never before in the nation's history has there been a greater need for automotive technicians.

Automotive Technology Associate of Applied Science

Students must complete a minimum of 25% of the semester credit hours required for the A.A.S. degree at Cisco College.

Freshman Year				
First Semester			**Second Semester**	
AUMT 1405 Intro to Automotive Tech	4		AUMT 1445 Auto Climate Control	4
AUMT 1410 Automotive Brake Syst.	4		AUMT 2417 Engine Perf. Analysis I	4
AUMT 1416 Suspension & Steering	4		AUMT 1407 Auto Electrical Systems	4
Social & Behavioral Sciences Core, Choose 1: PSYC 2301 or SOCI 1301f	3		Core Curriculum elective*	3
			Language, Philosophy, & Culture Core, Choose 1: **BUSI** *2301,* **CRIJ** 1307, **ENGL** *2321, 2322, 2323, 2326 2327, 2328, 2331, 2332, 2333, 2341, 2342,* **FREN** *2311, 2312,* **PHED** *1307,* **PHIL** *1301, 2301,* **SPAN** *2311, 2312*	3
TOTAL	**15**		**TOTAL**	**18**
Sophomore year				
First Semester			**Second Semester**	
AUMT 1419 Automotive Engine Repair	4		AUMT 2313 Automotive Drive Train & Axles	3
AUMT 2434 Auto Engine Performance Analysis II	4		AUMT 2325 Auto Trans. & Transaxles	3
AUMT 2421 Auto Electrical Diagnostic & Repair	4		AUMT 2328 Automotive Service	3
Communication Core: ENGL 1301 or ENGL 2311	3		**Mathematics Core:** MATH 1314 or MATH 1332	3
TOTAL	**15**		**TOTAL**	**12**
			TOTAL DEGREE HOURS	**60**

**See core curriculum course options.*

Automotive Technology Level II Certificate

Freshman Year				
First Semester			**Second Semester**	
AUMT 1405 Intro to Automotive Tech	4		AUMT 1445 Auto Climate Control	4
AUMT 1410 Automotive Brake Syst.	4		AUMT 2417 Engine Perf. Analysis I	4
AUMT 1416 Suspension & Steering	4		AUMT 1407 Auto Electrical Systems	4
TOTAL	**12**		**TOTAL**	**12**
Sophomore year				
First Semester			**Second Semester**	
AUMT 1419 Automotive Engine Repair	4		AUMT 2313 Automotive Drive Train & Axles	3
AUMT 2434 Auto Engine Performance Analysis II	4		AUMT 2325 Auto Trans. & Transaxles	3
AUMT 2421 Auto Electrical Diagnostic & Repair	4		AUMT 2328 Automotive Service	3
TOTAL	**12**		**TOTAL**	**9**
			TOTAL DEGREE HOURS	**45**

Automotive Apprentice Level I Certificate

First Semester			**Second Semester**	
AUMT 1405 Intro to Automotive Tech	4		AUMT 1445 Auto Climate Control	4
AUMT 1410 Automotive Brake Syst.	4		AUMT 2417 Engine Perf. Analysis I	4
AUMT 1416 Suspension & Steering	4		AUMT 1407 Auto Electrical Systems	4
TOTAL	**12**		**TOTAL**	**12**
			TOTAL DEGREE HOURS	**24**

Automotive Technician Level I Certificate

First Semester			**Second Semester**	
AUMT 1419 Automotive Engine Repair	4		AUMT 2313 Automotive Drive Train & Axles	3
AUMT 2434 Auto Engine Performance Analysis II	4		AUMT 2325 Auto Trans. & Transaxles	3
AUMT 2421 Auto Electrical Diagnostic & Repair	4		AUMT 2328 Automotive Service	3
TOTAL	**12**		**TOTAL**	**9**
			TOTAL DEGREE HOURS	**21**

Apprentice Automotive Occupational Skills Award

First Semester	
AUMT 1410 Automotive Brake Syst.	4
AUMT 1416 Suspension & Steering	4
AUMT 1445 Auto Climate Control	4
TOTAL DEGREE HOURS	**12**

Barber (Cisco Only)

See Cosmetology.

Child Development & Early Childhood (Abilene Only)

The purpose of the Child Development Early Childhood program is to produce knowledgeable and competent professionals who are able to work effectively with children birth through 8-year-olds and their families in a variety of roles in Early Childhood educational settings. A career in childcare requires a person who is energetic, reliable and has a positive self-concept. These people should be dedicated to lifelong learning and must enjoy working with and shaping the lives of young children.

The program is designed to provide training for caregivers or administrators in public and private schools, federal agencies, medical facilities, childcare agencies, and community agencies that need trained professionals who understand the growth, development, and needs of children.

The A.A.S. program requires students to complete 60 semester credit hours of coursework with 15 hours of general education courses and 45 hours of concentration in the major area of study. Students pursuing the level one certificate will complete 24 semester credit hours of coursework in the major area of study. Students pursuing the level two certificate will complete 45 hours of coursework in the major area of study.

Students holding a current Child Development Associate Credential (National Credential) may be eligible to receive college credit in Child Care Developmental/Early Childhood coursework.

Child Development Associate of Applied Science

Students must complete a minimum of 25% of the semester credit hours required for the A.A.S. degree at Cisco College.

Freshman Year				
First Semester			**Second Semester**	
CDEC 1303 /TECA 1303 Families, School & Comm.	3		CDEC 1319 Child Guidance	3
CDEC 1311/TECA 1311 Educating Young Children	3		CDEC 1323 Obs. & Assess of Young Children	3
CDEC 1359 Children with Special Needs	3		CDEC 1313 Curriculum Resources	3
CDEC 1318/TECA 1318 Wellness of the Young Child	3		CDEC 1164 Practicum Child Development	1
Communication Core: ENGL 1301 Composition I	3		**Language, Philosophy, & Culture Core, Choose 1:** **BUSI** *2301,* **CRIJ** 1307, **ENGL** *2321, 2322, 2323, 2326 2327, 2328, 2331, 2332, 2333, 2341, 2342,* **FREN** *2311, 2312,* **PHED** *1307,* **PHIL** *1301, 2301,* **SPAN** *2311, 2312*	3
			EDUC 1300 Learning Frameworks	3
TOTAL	**15**		**TOTAL**	**16**
Sophomore Year				
First Semester			**Second Semester**	
CDEC 1354/TECA 1354 Child Growth & Development	3		CDEC 2307 Math & Science for Early Childhood	3
CDEC 1356 Emergent Literacy for Early Childhood	3		CDEC 2265 Practicum Management	2
CDEC 1358 Creative Arts for Early Childhood	3		CDEC XXXX Elective***	3
MATH 1314, MATH 1332, MATH 1342, GEOL 1403 or BIOL 1411	3		SPCH 1315 Public Speaking	3
CDEC 2315 Diverse Cultural/Multi-lingual Education	3		**Social & Behavioral Sciences Core:** PSYC 2301 General Psychology	3
TOTAL	**15**		**TOTAL**	**14**
			TOTAL DEGREE HOURS	**60**

**See core curriculum course options.*

***CDEC 2366 Prerequisite- must have passed CDEC 1366*

****Choose from: CDEC 1321, CDEC 2341, CDEC 2304, CDEC 2326 OR EDUC 1301*

Child Development Level II Certificate

First Semester			Second Semester	
CDEC 1303 /TECA 1303 Families, School & Comm.	3		CDEC 1319 Child Guidance	3
CDEC 1311/TECA 1311 Educating Young Children	3		CDEC 1323 Obs. & Assess of Young Children	3
CDEC 1313 Curriculum Resources	3		CDEC 1356 Emergent Literacy for Early Childhood	3
CDEC 1318/TECA 1318 Wellness of the Young Child	3		CDEC 1164 Practicum Child Development	1
CDEC 1359 Children with Special Needs	3		Lang., Phil., & Culture or Creative Arts*	3
			EDUC 1300 Learning Frameworks	3
TOTAL	**15**		**TOTAL**	**16**
Third Semester				
CDEC 1354/TECA 1354 Child Growth	3			
CDEC 1321 The Infant and Toddler	3			
CDEC 1358 Creative Arts for Young Child.	3			
CDEC 2307 Math & Science for Early Childhood	3			
CDEC 2265 Practicum Management	2			
TOTAL	**14**			
TOTAL DEGREE HOURS	**45**			

**Capstone: Department Competency Examination*

***Prerequisites: CDEC 2366 must have completed CDEC 1366*

****Choose from: CDEC 1321, CDEC 2341, CDEC 2304, CDEC 2326*

Child Development Level I Certificate

First Semester			Second Semester	
CDEC 1303 /TECA 1303 Families, School & Comm.	3		CDEC 1319 Child Guidance	3
CDEC 1311/TECA 1311 Educating Young Children	3		CDEC 1318/TECA 1318 Wellness of the Young Child	3
CDEC 1313 Curriculum Resources	3		CDEC 1359 Children with Special Needs	3
CDEC 1323 Obs. & Assess of Young Children	3		CDEC 1164 Practicum Child Development	1
TOTAL	**12**		**TOTAL**	**10**
			TOTAL DEGREE HOURS	**22**

**CDEC 1366 Prerequisite- must have passed at least 12 hours in Child Development before enrolling in this course OR have completed 9 hours in Child Development and hold a valid CDA credential.*

Child Development Occupational Skills Award (OSA)

First Semester	
CDEC 1303/TECA 1303 Families, Schools, Communities	3
CDEC 1311/TECA 1311 Educating Young Children	3
CDEC 1354/TECA 1354 Child Growth	3
TOTAL DEGREE HOURS	**9**

Computer Numerically Controlled (CNC) Machinist Technology/CNC Machinist

Computer Numerically Controlled (CNC) Machinist Technology/CNC Machinist Level I Certificate

First Semester	
MCHN 1408 Basic Lathe	4
MCHN 2403 Fundamental of Computer Numerical Controlled (CNC) Machines Controls	4
MCHN 1413 Basic Milling Operations	4
MCHN 2434 Operation of CNC Machining Centers	4
TOTAL	**16**

Cosmetology (Cisco Only)

Students entering the Cisco College Cosmetology program must be high school graduates or should have established a high school equivalency and be at least 18 years of age. Prospective students should apply early.

The primary purpose of Cisco College's cosmetology program is to prepare competent cosmetologists and to provide specialized training, thereby affording the student an opportunity for immediate employment upon completion of the program. A further objective is to equip the student with the basic knowledge and skills that will be useful in the cosmetology field.

The State requires certain information from prospective students prior to enrollment including proof of age, citizenship and proof of high school graduation or GED, and a criminal background check. Licenses will be issued upon satisfactory completion of state examination. The program requires a $25.00 permit fee.

Cisco College offers courses leading to licenses for operators and instructors. The operator program is a 2-semester program consisting of successful completion of 30 credit hours equivalent to 1000 hours. The instructor program requires a valid Texas Operators License plus one year of experience and the completion of 12 credit hours (one semester) equivalent to 500 hours or a valid Texas Operators License and the successful completion of 24 credit hours (two semesters) equivalent to 750 hours.

Cosmetology Associate of Applied Science

Students must complete a minimum of 25% of the semester credit hours required for the A.A.S. degree at Cisco College. *pending THECB approval

Freshman Year				
First Semester			**Second Semester**	
CSME 1401 Orientation to Cosmetology	4		CSME 1310 Introduction to Haircutting and Related Theory	3
CSME 1354 Artistry of Hair Design I	3		CSME 1405 Fundamentals of Cosmetology	4
CSME 1447 Principles of Skin Care/Facials and Related Theory	4		CSME 1453 Chemical Reformation/Theory	4
CSME 1443 Manicuring and Related Theory	4		CSME 2401 Principles of Hair Coloring and Related Theory	4
TOTAL	**15**		**TOTAL**	**15**
Sophomore Year				
Third Semester			**Fourth Semester**	
CSME 2337 Advanced Techniques	3		**Creative Arts Core:** ARTS 1301 Art Appreciation	3
CSME 2541 Preparation for the State Licensing Examination	5		**Language, Philosophy, & Culture Core:** BUSI 1301 Introduction to Business	3
CSME 2443 Salon Development	4		**Communication Core:** ENGL 1301 Composition I	3
			BCIS 1305 Business Computer Applications	3
			Social & Behavioral Sciences Core: SOCI 1301 Principles of Sociology	3
			Mathematics Core, Choose 1: MATH 1314 College Algebra or MATH 1332 Contemporary Math	3
TOTAL	**12**		**TOTAL**	**18**
			TOTAL DEGREE HOURS	**60**

Cosmetology Operator Level I Certificate

First Semester			**Second Semester**	
CSME 1401 Orientation to Cosmetology	4		CSME 1310 Introduction to Haircutting and Related Theory	3
CSME 1354 Artistry of Hair Design I	3		CSME 1453 Chem Reformation/Theory	4
CSME 1447 Principles of Skin Care/Facials and Related Theory	4		CSME 2401 Principles of Hair Coloring and Related Theory	4
CSME 1443 Manicuring and Related Theory	4		CSME 1405 Fundamentals of Cosmetology	4
TOTAL	**15**		**TOTAL**	**15**
			TOTAL DEGREE HOURS	**30**

Cosmetology Nail Technician Level I Certificate

First Semester			Second Semester	
CSME 1430 Orientation to Nail Technology	4		CSME 1441 Principles of Nail Technology II	4
CSME 1531 Principles of Nail Technology I	5		CSME 2530 Nail Enhancement	5
TOTAL	**9**		**TOTAL**	**9**
			TOTAL DEGREE HOURS	**18**

Cosmetology Instructor Level I Certificate

First Semester			Second Semester	
CSME 1435 Orien to Instr of Cosm	4		CSME 2449 Cosmetology Instructor III	4
CSME 1434 Cosmetology Instructor I	4		CSME 2444 Cosmetology Instructor IV	4
CSME 2414 Cosmetology Instructor II	4		CSME 2445 Instruction Theory & Operation	4
TOTAL	**12**		**TOTAL**	**12**
			TOTAL DEGREE HOURS	**24**

Cosmetology Class A Barber Level I Certificate

The primary purpose of the 1000 Hour Class A Barber Certification program is to train individuals to provide the services of a Class A Barber in the State of Texas. The coarse consists of 150 hours basic theory: anatomy, physiology, disorders of skin, hair, scalp, and nails, bacteriology, sterilization, sanitation, safety, first aid, barber implements, and the history of barbering; 750 hours of practical training covering the subjects of beard and mustache trimming and shaping, straight razor shaving, haircoloring, men's haircutting and tapering, facial hair removing, neck, face , and scalp massaging, chemical waving, manicuring, safety, sanitation, and first aid; 100 hours of Business; Texas Barber laws and rules, customer service, professional ethics and image, hygiene and good grooming. To become a license Class A Barber you must:

- Be at least 17 years old,
- Complete the 1000-hour Class A Barber course in a TDLR-licensed barber school,
- Pass the required state Class A Barber written and practical exams, and
- Submit an application to the State of Texas with the required fee

Cosmetology Class A Barber Level I Certificate

First Semester			Second Semester	
BARB 1404 Introduction to Barber Styling	4		BARB 2431 Advanced Barber Styling I	4
BARB 1402 Barber Styling I	4		BARB 2441 Advanced Barber Styling II	4
BARB 1442 Barber Styling II	4		BARB 2402 Advanced Barber Styling III	4
BARB 2432 Barber Law and Shop Management I	4		BARB 2444 Barber Law and Shop Management II	4
TOTAL	**16**		**TOTAL**	**16**
			TOTAL DEGREE HOURS	**32**

Cosmetology to Class A Barber Crossover

The primary purpose of the Cosmetology to Class A Barber Crossover program is to train individuals who hold a cosmetology operator license in the State of Texas to provide the services of a Barber. The courses consist of 25 hours in theory and 275 hours in practical training. The subjects covered include History of Barbering, Shaving, Men's Haircutting and Tapering, Beard and Mustache Trimming and Design, and Hair Color Review. To become a licensed Barber in a Cosmetology Crossover program you must:

- Hold an active Texas Cosmetology Operator (or Cosmetology Operator Instructor) license,
- Complete the 300-hour barbering course in a TDLR-licensed barber school,
- Pass the required Class A Barber written and practical exams, and
- Submit an application with the required fee

Cosmetology to Class A Barber

First Semester	
BARB 1404 Introduction to Barber Styling	4
BARB 2431 Advanced Barber Styling I	4
BARB 2441 Advanced Barber Styling II	4
TOTAL	**12**

Criminal Justice

The Criminal Justice program offers an Associate in Applied Science Degree, Level I, and Level II certificates. The field of criminal justice offers a career of unending challenge and public service. At no time in this nation's history has there been a greater need for qualified, well-educated and dedicated criminal justice professionals. The criminal justice courses in this plan are recommended by T.C.L.E.O.S.E. Possible career opportunities include: police officer, corrections officer, law enforcement, and probation officer. Some CRIJ courses will transfer to various 4-year universities. Students should consult their intended transfer institution regarding course selections, bachelor degree requirements and transferability.

Cisco College provides credit hours for those students who have successfully completed the Texas Commission on Law Enforcement Basic Peace Officers Course (Police Academy) and Pre-Service Training conducted by the Texas Department of Corrections. Those who have completed either should contact a counselor for details. Up to 15 hours earned.

Criminal Justice Field of Study Curriculum

The A.A.S. and certificate curricula fulfills the 15-hour block of courses that constitutes a Field of Study Curriculum for students seeking a B.A. or B.S. degree with a major in criminal justice. If a student completes part of the Criminal Justice F.O.S. curriculum, those courses must transfer into a baccalaureate degree program but students may be required to complete the institution's remaining requirements for the lower-division courses in the major. If a student completes the full F.O.S. curriculum, the 15-hour block of courses must be substituted for that institution's lower division requirements for the degree program for the field of study into which the student transfers, and the student shall receive full academic credit toward the degree program for the block of courses transferred.

Criminal Justice Associate of Applied Science *(Not Currently Enrolling)*

Students must complete a minimum of 25% of the semester credit hours required for the A.A.S. degree at Cisco College.

Freshman Year				
First Semester			**Second Semester**	
CJSA 1322/CRIJ 1301** Intro to Criminal Justice	3		CJSA 1312/CRIJ 1307 Crime in America	3
CJSA 1342/CRIJ 2314 Criminal Investigation	3		CJCR 1307/CRIJ 2313** Correctional Systems & Practices	3
CJSA 1359/CRIJ 2328** Police Systems & Practices	3		CJSA 1313/CRIJ 1306** Court Systems & Practices	3
CJSA 1327/CRIJ 1310** Fundamentals of Criminal Law	3		CJSA 1317/CRIJ 1313 Juvenile Justice	3
CJCR 2324/CRIJ 2301 Community Resources in Corrections	3		CJSA 1348 Ethics in Criminal Justice	3
TOTAL	**15**		**TOTAL**	**15**
Sophomore Year				
Third Semester			**Fourth Semester**	
CJLE 1345 Intermediate Crime Scene Investigation	3		CJSA 2300/CRIJ 2323 Legal Aspects of Law Enforcement	3
Criminal Justice Approved Elective*	3		Criminal Justice Approved Elective*	3
Communication Core: ENGL 1301 Composition I	3		**Mathematics Core:** MATH 1314 College Algebra or MATH 1332 Contemporary Math	3
SPCH 1315 Public Speaking	3		**Social & Behavioral Sciences Core:** PSYC 2301 General Psychology	3
Lang., Phil., & Culture or Creative Arts*	3		**Government/Political Science Core:** GOVT 2305 Federal Government	3
TOTAL	**15**		**TOTAL**	**15**
			TOTAL DEGREE HOURS	**60**

**Field of Study Curriculum. (CRIJ courses only.)

Fire Academy (Abilene Only)

The Basic Firefighter Certification is designed to prepare the student for a career as a professional firefighter. The certificate meets the state curriculum requirements for certification as a basic firefighter in Texas. Students accepted into the program must also complete the Basic Emergency Medical Technician course in order to receive state certification. The EMT basic course is included in the curriculum.

Basic Firefighter Level I Certificate

Freshman Year				
First Semester			**Second Semester**	
Held at Texas State Technical College				
EMSP 2237 Emergency Procedures	2		FIRS 1301 Firefighter Cert. I	3
EMSP 1261 Clinical EMT	2		FIRS 1407 Firefighter Cert. II	4
EMSP 1501 Emergency Med. Tech-Basic	5		FIRS 1313 Firefighter Cert. III	3
TOTAL	**9**		**TOTAL**	**10**
Sophomore Year				
Third Semester				
FIRS 1319 Firefighter Cert. IV	3			
FIRS 1323 Firefighter Cert. V	3			
FIRS 1329 Firefighter Cert. VI	3			
FIRS 1433 Firefighter Cert. VII	4			
TOTAL	**13**			
TOTAL DEGREE HOURS	**32**			

Fire Technology

The Fire Science program is designed to provide the student with knowledge and skills in areas related to fire science. All courses are approved by the Texas Commission on Fire Protection and are required by fire fighters seeking intermediate, advanced and master levels of certification. Students exit with a certificate in the program.

Fire Technology Associate of Applied Science

Students must complete a minimum of 25% of the semester credit hours required for the A.A.S. degree at Cisco College.

Freshman Year				
First Semester			**Second Semester**	
FIRT 1329 Building Codes and Construction	3		FIRT 1319 Firefighter Health and Safety	3
FIRT 1342 Fire Officer I	3		FIRT 2305 Fire Instructor I	3
FIRT 1309 Fire Administration I	3		FIRT 1333 Fire Chemistry I	3
FIRT 2309 Firefighting Strategies and Tactics I	3		FIRT 1338 Fire Protection Systems	3
FIRT 1353 Legal Aspects of Fire Protection	3		FIRT 1349 Fire Administration II	3
TOTAL	**15**		**TOTAL**	**15**
Sophomore Year				
Third Semester			**Fourth Semester**	
FIRT 1303 Fire and Arson Investigation	3		**Communication Core:** ENGL 1301 Composition I or ENGL 2311 Technical & Business Writing	3
FIRT 1307 Fire Prevention Codes/Inspection	3		**Creative Arts Core:** ARTS 1301 Art Appreciation	3
FIRT 1343 Fire Officer II	3		SPCH 1315 Public Speaking	3
FIRT 1315 Hazardous Materials	3		**Social & Behavioral Sciences Core:** PSYC 2301 General Psychology	3
FIRT 2307 Fire Instructor II	3		**Mathematics Core:** MATH 1314 College Algebra or MATH 1332 Contemporary Math	3
TOTAL	**15**		**TOTAL**	**15**
			TOTAL DEGREE HOURS	**60**

**See core curriculum Math or Science course options.*

Fire Technology Level II Certificate

Freshman Year				
First Semester			**Second Semester**	
FIRT 1329 Building Codes and Construction	3		FIRT 2305 Fire Instructor I	3
FIRT 1342 Fire Officer I	3		FIRT 1319 Firefighter Health & Safety	3
FIRT 1309 Fire Administration I	3		FIRT 1333 Fire Chemistry I	3
FIRT 2309 Firefighting Strategies and Tactics I	3		FIRT 1338 Fire Protection Systems	3
FIRT 1353 Legal Aspects of Fire Protection	3		FIRT 1349 Fire Administration II	3
TOTAL	**15**		**TOTAL**	**15**
Sophomore Year				
Third Semester				
FIRT 1303 Fire and Arson Investigation	**3**			
FIRT 1307 Fire Prevention Codes/Inspection	3			
FIRT 1343 Fire Officer II	3			
FIRT 1315 Hazardous Materials	3			
FIRT 2307 Fire Instructor II	3			
TOTAL	**15**			
TOTAL DEGREE HOURS	**45**			

Fire Technology Level I Certificate

First Semester			**Second Semester**	
FIRT 1329 Building Codes and Construction	3		FIRT 1319 Firefighter Health and Safety	3
FIRT 1342 Fire Officer I	3		FIRT 1333 Fire Chemistry I	3
FIRT 1309 Fire Administration I	3		FIRT 1353 Legal Aspects of Fire Protection	3
FIRT 2309 Firefighting Strategies and Tactics I	3			
TOTAL	**12**		**TOTAL**	**9**
			TOTAL DEGREE HOURS	**21**

HVACR Technology (Abilene Only)

The Heating, Ventilation, Air Conditioning and Refrigeration Technology Certificate Program prepares individuals to apply technical knowledge and skills to install, service, repair and maintain the equipment used in heating, air conditioning and refrigeration systems. The curriculum includes instruction in system operations; diagnostic techniques; the use of testing equipment; principles of mechanics; and electricity and electronics as they relate to heating, air conditioning and refrigeration systems.

HVACR Level II Certificate

Freshman Year				
First Semester			**Second Semester**	
BMGT 1482 Co-op Ed: Industrial Tech	4		HART 2438 A/C Install/Start up	4
CETT 1402 Electricity Principles	4		HART 2436 Air Conditioning Troubleshooting	4
HART 1441 Residential A/C	4		HART 2301 A/C Refrigeration Codes	3
TOTAL	**12**		**TOTAL**	**11**
Sophomore Year				
Third Semester				
BMGT 1483 Co-op Ed: Industrial Tech	4		HART 2441 Commercial A/C	4
HART 1407 Refrigeration Principles	4		HART 2434 Advanced A/C Controls	4
IEIR 1410 Motor Controls	4		HART 2443 Industrial Air Conditioning	4
TOTAL	**12**		TOTAL	**12**
			TOTAL DEGREE HOURS	**47**

Residential HVACR Level I Certificate

First Semester			**Second Semester**	
BMGT 1482 Co-op Ed: Industrial Tech	4		HART 2438 A/C Install/Start up	4
CETT 1402 Electricity Principles	4		HART 2436 Air Conditioning Troubleshooting	4
HART 1441 Residential A/C	4		HART 2301 A/C Refrigeration Codes	3
TOTAL	**12**		**TOTAL**	**11**
			TOTAL DEGREE HOURS	**23**

Commercial HVACR Level I Certificate

First Semester			**Second Semester**	
BMGT 1483 Co-op Ed: Industrial Tech	4		HART 2441 Commercial A/C	4
HART 1407 Refrigeration Principles	4		HART 2434 Advanced A/C Controls	4
IEIR 1410 Motor Controls	4		HART 2443 Industrial Air Conditioning	4
TOTAL	**12**		TOTAL	**12**
			TOTAL DEGREE HOURS	**24**

HVACR Residential Air Conditioning Apprentice OSA

A study of components, applications and installation of mechanical air-conditioning systems including operating conditions, troubleshooting, repair and charging procedures of common air conditioning systems. This series of three courses provides training that covers the principles and practices of HVAC service, installation, repair, maintenance, as well as hazards and safety practices.

First Semester	
CETT 1402 Electricity Principles	4
HART 1441 Residential A/C	4
HART 2438 A/C Install/Start up	4
TOTAL	**12**
TOTAL DEGREE HOURS	**12**

HVACR Commercial Air Conditioning Apprentice OSA

A study of components, applications and installation of mechanical air-conditioning systems including operating conditions, troubleshooting, repair and charging procedures of common air conditioning systems. This series of three courses provides training that covers the principles and practices of HVAC service, installation, repair, maintenance, as well as hazards and safety practices.

First Semester	
HART 1407 Refrigeration Principles	4
IEIR 1410 Motor Controls	4
HART 2441 Commercial A/C	4
TOTAL	**12**
TOTAL DEGREE HOURS	**12**

Industrial Technology (Abilene Only)

The Industrial Technology program consists of a two-year Associate in Applied Science Degree, a level two and a level one Certificate in Industrial Technology, a level two and a level one Certificate in Refrigeration/Air Conditioning, two level one Certificates and a level two Certificate in Welding. The Industrial Technology program is designed to provide a working knowledge of the many specialized technical skills performed by personnel working in area plants and elsewhere in the service industry. Training skills include a working knowledge of electricity, electrical control of motors, programmable logic controls (PLC's), heating and cooling systems, refrigeration, air conditioning, construction technology, basic drafting using AutoCAD, cabinet making, welding, blueprint reading, plumbing and industrial safety (ergonomics). Training includes preparing students for the E.P.A. Section 608 Stationary Certification Refrigeration/Air Conditioning Exam. In addition, a cooperative education program allows students to receive semester-hour credit for their work experience. This internship is linked to a seminar, which relates course information to job-related problems.

Energy Systems & Controls Technology Associate of Applied Science

Students must complete a minimum of 25% of the semester credit hours required for the A.A.S. degree at Cisco College.

Freshman Year				
First Semester			**Second Semester**	
BMGT 1482 Co-op Ed: Industrial Tech	4		HART 2441 Commercial Air Conditioning	4
HYDR 1345 Hydraulics & Pneumatics	3		DFTG 1409 Basic Comp. Aided Drafting	4
PFPB 1421 Plumbing Maintenance & Repair	4		CBFM 2417 Mechanical Maintenance	4
Communication Core: ENGL 1301 Composition I or ENGL 2311 Technical & Business Writing	3		BCIS 1305 Business Computer Applications	3
			Government/Political Science Core: GOVT 2306 or SOCI 1301	3
TOTAL	**14**		**TOTAL**	**18**
Sophomore Year				
Third Semester			**Fourth Semester**	
MCHN 1320 Precision Tools and Measurement	3		IEIR 1410 Motor Controls	4
ELPT 2419 Programmable Logic Controllers I	4		RBTC 1405 Robotic Fundamentals	4
ELPT 2449 Industrial Automation 4	4		INMT 2345 Industrial Troubleshooting	3
Mathematics Core: MATH 1314 College Algebra or MATH 1332 Contemporary Math	3		**Language, Philosophy, & Culture Core, Choose 1:** **BUSI** *2301,* **CRIJ** 1307, **ENGL** *2321, 2322, 2323, 2326 2327, 2328, 2331, 2332, 2333, 2341, 2342,* **FREN** *2311, 2312,* **PHED** *1307,* **PHIL** *1301, 2301,* **SPAN** *2311, 2312*	3
TOTAL	**14**		**TOTAL**	**14**
			TOTAL DEGREE HOURS	**60**

***Capstone: Competency Exam*

Energy Systems and Controls Technician Level II Certificate

Freshman Year				
First Semester			**Second Semester**	
BMGT 1482 Co-op Ed: Industrial Tech	4		HART 2441 Commercial Air Conditioning	4
HYDR 1345 Hydraulics & Pneumatics	3		DFTG 1409 Basic Comp. Aided Drafting	4
PFPB 1421 Plumbing Maintenance & Repair	4		CBFM 2417 Mechanical Maintenance	4
TOTAL	**11**		**TOTAL**	**12**
Sophomore Year				
Third Semester			**Fourth Semester**	
MCHN 1320 Precision Tools and Measurement	3		IEIR 1410 Motor Controls	4
ELPT 2419 Programmable Logic Controllers I	4		RBTC 1405 Robotic Fundamentals	4
ELPT 2449 Industrial Automation 4	4		INMT 2345 Industrial Troubleshooting	3
TOTAL	**11**		**TOTAL**	**11**
			TOTAL DEGREE HOURS	**45**

Energy Systems and Controls Apprentice Level I Certificate

First Semester			**Second Semester**	
BMGT 1482 Co-op Ed: Industrial Tech	4		HART 2441 Commercial Air Conditioning	4
HYDR 1345 Hydraulics & Pneumatics	3		DFTG 1409 Basic Comp. Aided Drafting	4
PFPB 1421 Plumbing Maintenance & Repair	4		CBFM 2417 Mechanical Maintenance	4
TOTAL	**11**		**TOTAL**	**12**
			TOTAL DEGREE HOURS	**23**

Management (Abilene Only)

The Management program consists of one Associate in Applied Science Degree and two Certificates. The Management program degree and certificates prepare students for professional careers in management and business by offering of a range of skills addressing employer needs. A comprehensive and up-to-date curriculum gives students the practical, theoretical, and technical knowledge needed to be successful in the management profession. A cooperative education course allows students to receive semester-hour credit for their current work experiences.

Management Associate of Applied Science

Students must complete a minimum of 25% of the semester credit hours required for the A.A.S. degree at Cisco College.

Freshman Year				
First Semester			**Second Semester**	
BMGT 1327 Principles of Management	3		BMGT 2303 Problem Solving & Decision-Making	3
BMGT 2309 Leadership	3		BMGT 1482 Co-Op Ed: Management	4
BMGT 2305 Adv. Comm. in Management	3		HRPO 2301 Human Resources Management	3
MRKG 1311 Principles of Marketing	3		HRPO 2307 Organizational Behavior	3
ITSW 1404 Intro to Spreadsheets	4		ACCT 2301 Principles of Financial Accounting OR ACNT 1303 Intro to Accounting I	3
TOTAL	**16**		**TOTAL**	**16**
Sophomore Year				
Third Semester			**Fourth Semester**	
BMGT 1344 Negotiations & Conflict Management	3		**Communication Core:** ENGL 1301 Composition I	3
ACCT 2302 Prinicples of Managerial Accounting OR ACNT 1304 Intro to Accounting II	3		**Mathematics Core:** MATH 1342 Elementary Statistics	3
BMGT 1483 Co-op Ed: Management	4		**Social & Behavioral Sciences Core:** SOCI 1301 Introductory Sociology	3
BUSI 1301 Business Principles	3		Lang., Phil., & Culture or Creative Arts*	3
			SPCH 1315 or SPCH 1321	3
TOTAL	**13**		**TOTAL**	**15**
			TOTAL DEGREE HOURS	**60**

**See core curriculum course options.*

Management Level II Certificate

First Semester			Second Semester	
BMGT 1327 Principles of Management	3		BMGT 2303 Problem Solving & Decision-Making	3
BMGT 2309 Leadership	3		BMGT 1482 Co-Op Ed: Management	4
BMGT 2305 Adv. Comm. in Management	3		HRPO 2301 Human Resources Management	3
MRKG 1311 Principles of Marketing	3		HRPO 2307 Organizational Behavior	3
ITSW 1404 Intro to Spreadsheets	4		ACCT 2301 Principles of Financial Accounting OR ACNT 1303 Intro to Accounting I	3
TOTAL	**16**		**TOTAL**	**16**
Third Semester				
BMGT 1344 Negotiations & Conflict Management	3			
ACCT 2302 Principles of Managerial Accounting OR ACNT 1304 Intro to Accounting II	3			
BMGT 1483 Co-op Ed: Management	4			
BUSI 1301 Business Principles	3			
TOTAL	**13**			
TOTAL DEGREE HOURS	**45**			

Management Level I Certificate

First Semester			Second Semester	
BMGT 1327 Principles of Management	3		BMGT 2303 Problem Solving & Decision-Making	3
BMGT 2309 Leadership	3		BMGT 1482 Co-Op Ed: Management	4
BMGT 2305 Adv. Comm. in Management	3		HRPO 2301 Human Resources Management	3
MRKG 1311 Principles of Marketing	3		HRPO 2307 Organizational Behavior	3
ITSW 1404 Intro to Spreadsheets	4		ACCT 2301 Principles of Financial Accounting OR ACNT 1303 Intro to Accounting I	3
TOTAL	**16**		**TOTAL**	**16**
			TOTAL DEGREE HOURS	**32**

Business Accounting OSA

First Semester	
BUSI 1307 Personal Finance	3
ACNT 1303 Intro to Accounting I	3
ACNT 1304 Intro to Accounting II	3
TOTAL	**9**
TOTAL DEGREE HOURS	**9**

Human Resources OSA

First Semester	
BMGT 2303 Problem Solving & Decision Making	3
HRPO 2301 Human Resources & Management	3
HRPO 2307 Organizational Behavior	3
TOTAL	**9**
TOTAL DEGREE HOURS	**9**

Leadership OSA

First Semester	
BMGT 1327 Principles of Management	3
BMGT 2309 Leadership	3
BMGT 2305 Advanced Communication in Management	3
TOTAL	**9**
TOTAL DEGREE HOURS	**9**

Real Estate (Abilene Only)

The Real Estate program provides the specific core Real Estate courses and 180 classroom hours required for the Salesman and Broker Licensure and renewal by the Texas Real Estate Commission that became effective September 1, 2012. Upon completion of this certificate, students will have all the requirements to apply for the Salesperson license.

Sales Person Level I Certificate

First Semester	
RELE 1406* Principles of Real Estate	4
RELE 1311* Law of Contracts	3
RELE 2301* Law of Agency	3
RELE 1300* Contracts, Forms & Addenda	3
RELE 1319* Real Estate Finance	3
TOTAL	**16**
TOTAL DEGREE HOURS	**16**

Welding

Today's welding industry is a fast growing industry in which trained individuals are in high demand. The welding industry is changing rapidly, and more skilled welders are needed in many different areas of the industry. Cisco College's welding certificate program is designed to help students develop the skills needed to enter the job market. Level I and Level II Certificates are offered. These certificates consist of courses that provide intense training in the major welding processes such as shielded metal arc welding (SMAW), gas metal arc welding (GMAW), flux cored arc welding (FACW), and gas tungsten arc welding (GTAW). Certificates also include supportive courses in metallurgy, welding blue print reading, and welding layout and fabrication. At the completion of each certificate, the student must pass a capstone procedural event designed to demonstrate mastery of the skills learned. Optional AWS (American Welding Society) procedural testing is available at a reduced cost.

The welding program offers flexible scheduling, which enables students to register for full-time or part-time depending upon their needs. We offer both day and evening courses. All welding courses offer a hands-on approach, allowing students more time to develop specific welding skills utilized in the welding industry. Classes are a combination of lecture/lab training. The Abilene campus utilizes an eight week sequence, while the Cisco campus utilizes a sixteen week sequence. All welding instructors are experienced welders currently working in the welding industry, because we believe it is important that students learn from instructors who are knowledgeable in the processes they teach.

Advanced Welding Technology Level II Certificate

First Semester			**Second Semester**	
WLDG 1435 Intro to Pipe Welding	4		WLDG 2453 Advanced Pipe Welding	4
WLDG 1434 Intro to GTAW	4		WLDG 2451 Advanced GTAW	4
WLDG 2406 Intermediate Pipe Welding	4		WLDG 2435 Advanced Layout/Fab	4
TOTAL	**12**		**TOTAL**	**12**
Third Semester			**Fourth Semester**	
WLDG 1421 Intro to Welding Fundamentals	4		WLDG 1417 Intro to Layout/Fab	4
WLDG 1430 Intro to GMAW	4		WLDG 1428 Intro to SMAW	4
WLDG 1412 Intro to FCAW	4		WLDG 1457 Intermediate SMAW	
TOTAL	**12**		**TOTAL**	**12**
			TOTAL DEGREE HOURS	**48**
+Capstone: Departmental Procedural Exam				

Pipe Welder Apprentice Level I Certificate

First Semester			**Second Semester**	
WLDG 1435 Intro to Pipe Welding	4		WLDG 2453 Advanced Pipe Welding	4
WLDG 1434 Intro to GTAW	4		WLDG 2451 Advanced GTAW	4
WLDG 2406 Intermediate Pipe Welding	4		WLDG 2435 Advanced Layout/Fab	4
TOTAL	**12**		**TOTAL**	**12**
+Capstone: Departmental Procedural Exam			**TOTAL DEGREE HOURS**	**24**

Structural Welder Level I Certificate

First Semester			Second Semester	
WLDG 1421 Intro to Welding Fundamentals	4		WLDG 1417 Intro to Layout/Fab	4
WLDG 1430 Intro to GMAW	4		WLDG 1428 Intro to SMAW	4
WLDG 1412 Intro to FCAW	4		WLDG 1457 Intermediate SMAW	
TOTAL	**12**		**TOTAL**	**12**
+Capstone: Departmental Procedural Exam			**TOTAL HOURS**	**24**

Basic Welder OSA

First Semester	
WLDG 1421 Welding Fundamentals	4
WLDG 1430 Intro to Gas Metal Arc Welding	4
WLDG 1435 Intro to Pipe Welding	4
TOTAL	**12**
TOTAL DEGREE HOURS	**12**

Health Science Programs (Abilene Only)

Cisco College offers programs that prepare its graduates to become key members of the healthcare team. Students may pursue coursework leading to a majors, degrees and/or certificates Nursing, Pharmacy Technician, Respiratory Therapy and Surgical/Operating Room Technology. Coursework available at Cisco College allows students to prepare for employment in a variety of community and institutional healthcare settings and/or pursue advanced degrees in health-related studies. Students are advised that many of the clinical sites utilized in the program require a background check and/or drug screening before the student can participate in the clinical portion of the program.

Nursing (Abilene Only)

Cisco College offers many options for a career in nursing. We offer a Vocational Nursing certificate program followed by a choice of two LVN to RN transition programs. Licensed Vocational Nurses can obtain an Associate Degree in Nursing (ADN) in one year, not including required prerequisites. As part of Cisco College's partnership with Texas Tech University Health Sciences Center School of Nursing in Abilene, all graduates of both transition programs are guaranteed a spot in Texas Tech's RN to BSN program.

Prerequisites for Texas Tech's RN to BSN may be taken at Cisco campus in (Abilene) followed by two semesters of online coursework through Texas Tech to finish a BSN (Bachelor of Science in Nursing). Students seeking to begin their nursing career at the BSN level can complete all of their general education courses at Cisco College. Program costs may include entrance and periodic exam fees, background checks, drug screening, immunizations and specialized course supplies or supplements. Please email Frances Stovall, Nursing Program Assistant, for an estimated cost sheet. Email frances.stovall@cisco.edu. An estimated cost sheet is available in the application packet, as well as the program student handbook delivered on acceptance into the nursing program.

LVN/RN Transition Program – Nursing Associate of Applied Science

The LVN/RN option is a one-year program, excluding prerequisites, for Licensed Vocational Nurses (LVNs) leading to an Associate of Applied Science in Nursing (AAS) which prepares the graduate to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). Licensure as an RN must be granted by the Texas State Board of Nursing. Applicants to the ADN program must be graduates of a state-approved vocational/practical nursing program, be currently licensed to practice in the state of Texas as an LVN, and must have completed the required prerequisite courses with a GPA of 3.0 or better in classes pertaining to nursing. Prerequisites for any of the nursing programs at Cisco must be completed with a C or better to be considered passing. Students must also have a 3.0 GPA in the Sciences courses required for nursing. Students may apply to the program with no more than two prerequisites in progress at the time of application as long as the classes will be completed with a C or higher by the time the nursing program starts. Applicants with a 2.8 overall GPA and a 2.8 Science GPA may be allowed to apply; however, applicants with a 3.0 have a higher chance of being accepted into the program. Prospective students should meet with the Health Sciences Counselor, and then Nursing Program Assistant, to ensure all requirements are met. Contact info for the counselor and assistant may be found on the College website. Applications should be submitted to the Health Sciences office.

Admission Criteria:

1. Must have completed the Cisco College general admission application and be enrolled as a student of Cisco College.
2. Must be TSI complete or college ready in Reading, Writing, and Math.
3. Must submit official copies of all college transcripts regardless of classes or grades.
4. Must fulfill the Cisco College requirements for the AAS degree.
5. Must be a high school graduate or have a GED.
6. Must be an LVN licensed to practice in the state of Texas.
7. Must complete all prerequisite courses except for the 3-hour Fine Arts or Humanities which may be taken in second semester of the program.
8. Must submit a current, complete nursing program application – available in the Health Sciences office.
9. Must have completed the Hep B immunization series of 3 shots or provide serologic confirmation of immunity to the Hepatitis B virus before student can submit an application.
10. Must take the Health Education Systems Incorporated (HESI A-2) Admission Assessment during one of our scheduled testing sessions. A minimum passing rate is 75% on each component of the test; however, scores of less than 75% do not automatically preclude a student from consideration. The test includes the following subjects: Reading Comprehension, Grammar, Vocabulary and Knowledge and Critical Thinking.

All candidates are selected based on the following criteria:

1. All applicants for admission who meet the minimal criteria for admission will be considered; however, the number of applicants normally exceeds the number of students who can be admitted to each class.
2. Preference for admission is determined by the following factors:
    a. Number of appropriate technical/academic courses completed
    b. Cumulative GPA will be based on all classes pertaining to nursing, including the prerequisites – 3.0 preferred
    c. Science GPA – 3.0 preferred
    d. HESI scores
    e. Oral interview
3. Applications are accepted for the January evening program through October 15th and through May 31st for the August daytime program.

Students will receive ADN Student Handbooks by the first class day.

Nursing Associate of Applied Science

Pre-Requisites			**First Semester**	
BIOL 2401 Anatomy & Physiology I	4		RNSG 1118 Transition to Professional Nursing	1
BIOL 2402 Anatomy & Physiology II	4		RNSG 1128 Intro. to Health Care Concepts	1
BIOL 2421 Microbiology	4		RNSG 1361 Clinical Transition	3
ENGL 1301 English Composition I	3		RNSG 1424 Concept-Based Transition to Professional Nursing	4
HPRS 2301 Pathophysiology	3		RNSG 1331 Principles of Clinical Decision-Making	3
PSYC 2301 General Psychology	3			
PSYC 2314 Life. Growth & Dev.	3			
TOTAL	**24**		**TOTAL**	**12**
Second Semester			**Third Semester**	
Language, Philosophy & Culture or Creative Arts*	3		RNSG 2230 Professional Nursing Review	2
RNSG 1137 Prof. Nursing Concepts III	1		RNSG 2238 Professional Nursing Concepts IV	2
RNSG 1538 Health Care Concepts III	5		RNSG 2361 Clinical IV	3
RNSG 2360 Clinical III	3		RNSG 2539 Health Care Concepts IV	5
TOTAL	**12**		**TOTAL**	**12**
			TOTAL DEGREE HOURS	**60**

*See core curriculum course options.
Capstone: Departmental Exam
HESI Exams required throughout program

Vocational Nursing–One Year Certificate Program (Abilene Only)

The Vocational Nursing program is the entry level pathway into the Nursing field. Following completion of three prerequisite courses, the VN program takes one year to complete and prepares graduates to take the National Council Licensure Examination for Vocational Nurses (NCLEX-VN). Licensure as a Vocational Nurse must be granted by the Texas State Board of Nursing. Applicants to the VN program must have completed the required prerequisite courses with a C or higher to be eligible for the program. Grade point averages of at least 2.8 will be considered for entry into the Nursing program; however, overall and Science grade point averages of 3.0 are recommended. Applicants should be aware that grade point averages of 3.0 and higher provide a better chance of being selected into the Nursing program.

Students may apply with the two final prerequisites in progress; however, these classes must be completed with a C or better prior to the start of the program to maintain eligibility. Prospective students should meet with the Health Sciences Counselor, and then with the Nursing Program Assistant, to ensure all requirements are met. Contact information for the counselor and assistant may be found on the College website. Applications should be submitted to the Health Sciences office.

Admission Criteria:

1. Must have completed the Cisco College general admission application and be enrolled as a student of Cisco College.
2. Must be TSI complete or college ready in Reading, Writing and Math.
3. Must submit official copies of all college transcripts regardless of classes or grades.
4. Must be a high school graduate or have a GED. Either an official copy of the high school diploma or a copy of the GED must be submitted.
5. Must complete all prerequisite courses prior to the start of the program.
6. Must submit a current, complete nursing program application – available in the Health Sciences office.
7. Must have completed the Hep B immunization series of 3 shots or provide serologic confirmation of immunity to the Hepatitis B virus before student can submit an application.
8. Must complete the CNA program prior to starting the Vocational Nursing program.
9. Must be certified as a CNA prior to the start of the second semester.
10. Must take the Health Education Systems Incorporated (HESI A-2) Admission Assessment during one of our scheduled testing sessions. A minimum passing rate is 75% on each component of the test; however, scores of less than 75% do not automatically preclude a student from consideration. The test includes the following subjects: Reading Comprehension, Vocabulary and General Knowledge, Grammar, Critical Thinking and Math.

All candidates are selected based on the following criteria:

1. All applicants for admission who meet the minimal criteria for admission will be considered; however, the number of applicants normally exceeds the number of students who can be admitted to each class.
2. Preference for admission is determined by the following factors:
   a. Number of appropriate technical/academic courses completed.
   b. Cumulative GPA will be based on all classes pertaining to nursing, including the prerequisites – 3.0 preferred
   c. Science GPA – 3.0 preferred
   d. HESI scores
   e. Oral interview
3. Applications are accepted for the January program through October 15th; February 15th for the May program and June 15th for the August program.

Students will receive VN Student Handbooks by the first class day.

Vocational Nursing Level I Certificate

Pre-Requisites			**First Semester**	
MDCA 1313 Medical Term	3		VNSG 1160 Clinical I	1
BIOL 2401 Anatomy & Physiology I	4		VNSG 1227 Medication Admin.	2
BIOL 2402 Anatomy & Physiology II	4		VNSG 1304 Foundations of Nursing	3
			VNSG 1423 Basic Nursing Skills	4
			VNSG 1331 Pharmacology	3
TOTAL	**11**		**TOTAL**	**13**
Second Semester			**Third Semester**	
VNSG 1429 Med. Surg. Nursing I	4		VNSG 1230 Maternal-Neonatal Nursing	2
VNSG 1260 Clinical for MS Nursing	2		VNSG 2160 Clinical for Mat/Neo Nur.	1
VNSG 1432 Med. Surgical Nursing II	4		VNSG 1234 Pediatrics	2
VNSG 2260 Clinical for MS Nursing II	2		VNSG 2431 Advanced Nursing Skills	4
			VNSG 2261 Clinical for Advanced Nursing Skills	2
			VNSG 2161 Clinical for Pediatrics	1
TOTAL	**12**		**TOTAL**	**12**
			TOTAL DEGREE HOURS	**48**

Capstone Departmental Exam will be given at the end of the semester
HESI Exams required throughout program

Certified Nurse Aide Course (Abilene Only)

The Certified Nurse Aide (CNA) course is a 100-hour course that includes lecture and clinical components, and prepares students to take the State of Texas examination to become a Certified Nurse Aide by the Texas Department of Aging and Disability Services. This course provides students with a level of knowledge, skills, theory, concepts, and abilities essential to provide safe care to the residents of long term care facilities. Students will be prepared for entry-level employment in long-term care facilities, doctor's offices, and hospitals.

Cisco College offers the CNA course as a continuing education program (not for credit) and as a career and technical workforce education course for college credit (NURA 1301). The continuing education program and the college credit course may be taught in short or long terms. Students must participate in advisement, complete a background check, and satisfy healthcare agency requirements by providing proof of immunizations and a negative Tuberculin skin test. Program and course costs to students include tuition and fees, background check, proof of immunizations, and required clinical clothing such as shoes, scrubs, and a watch with a second hand. An estimated educational costs sheet is included in the CNA application packet.

CNA training is a required prerequisite to apply to the Cisco College Vocational Nursing program.

Pharmacy Technician (Abilene Only) *Not Currently Enrolling New Students*

The Pharmacy Technician program prepares students for both entry and advanced positions in a pharmacy setting. Pharmacy technicians are licensed health care providers that perform pharmacy-related functions under the direct supervision of a licensed pharmacist. Technicians assist the pharmacist and customers, and is often the first person the customer interacts with. Pharmacy technicians are an essential member of the pharmacy team, and an essential element to the efficiency and safety of the pharmacy.

The Pharmacy Technician program offers a Level I certificate (9-12 months) and an Associate of Applied Science in Pharmacy Technology (18-24 months). Students completing either program will be eligible to take the national certification exam from the Pharmacy Technician Certification Board (PTCB). Students will also graduate with an ASHP/ACPE Sterile Compounding and Aseptic Technique Certificate that meets the requirements set by the Texas State Board of Pharmacy. An estimated educational cost sheet is included in the Pharmacy Technician application packet.

To be accepted into the program, students must fill out a general application to Cisco College and a Pharmacy Technician program application. Students must be able to provide immunization records and pass a drug screen prior to clinical rotations. Students will be required to obtain the Basic Life Support for Healthcare Providers certification (CPR) and register with the Texas State Board of Pharmacy before clinical rotations. The Texas State Board of Pharmacy will complete a background check and require fingerprints for registration as a Technician Trainee.
The Pharmacy Technician Program is accredited by the American Society of Health-system Pharmacists (ASHP) along with the Accreditation Council for Pharmacy Education (ACPE) and the Pharmacy Technician Commission (PTAC). For more information, contact the Program Director of the Pharmacy Technician program.

Pharmacy Technician Associate of Applied Science *(Not Currently Enrolling New Students)*

Prerequisites			***First Semester***	
PHRA 1301 Intro to Pharmacy	3		PHRA 1340 Pharmacy Third Party Payment	3
PHRA 1309 Pharmaceutical Mathematics I	3		PHRA 1202 Pharmacy Law	2
MDCA 1313 Medical Terminology	3		PHRA 1404 Pharmacotherapy and Disease Process	4
			PHRA 1413 Community Pharmacy Practice	4
TOTAL	9		**TOTAL**	**13**
Second Semester			***Third Semester***	
PHRA 1349 Institutional Pharmacy Practice	3		PHRA 1260 Clinical I Pharmacy Tech	2
PHRA 1445 Compounding Sterile Preparations	4		PHRA 2260 Clinical II Pharmacy Technician	2
PHRA 1305 Drug Classification	3		PHRA 1143 Pharmacy Technician Certification Review	1
MATH 1332, MATH 1342, or MATH 1314	3		BIOL 1406, BIOL 1408, BIOL 2401, or CHEM 1411	4
			SPCH 1315 Public Speaking	3
TOTAL	**13**		**TOTAL**	**12**
Fourth Semester				
ENGL 1301 Composition I	3			
BIOL 1407, BIOL 1409, BIOL 2402, or CHEM 1412	4			
PSYC 2301 or SOCI 1301	3			
HUMA 1315, MUSI 1306, ARTS 1301, or ARTS 1303	3			
TOTAL	**13**			
TOTAL DEGREE HOURS	**60**			
Capstone: Review Course				

Pharmacy Technician Level I Certificate (Hybrid) *Not Currently Enrolling New Students*

Prerequisites			**First Semester**	
PHRA 1301 Intro to Pharmacy	3		PHRA 1306 Computerized Drug Delivery Systems	3
PHRA 1309 Pharmaceutical Mathematics I	3		PHRA 1413 Community Pharmacy Practice	4
MDCA 1313 Medical Terminology	3		PHRA 1404 Pharmacotherapy and Disease Process	4
			PHRA 1202 Pharmacy Law	2
TOTAL	**9**		**TOTAL**	**13**
Second Semester			**Third Semester**	
PHRA 1305 Drug Classification	3		PHRA 1143 Pharmacy Technician Certification Review	1
PHRA 1349 Institutional Pharmacy Practice	3		PHRA 1260 Clinical I Pharmacy Tech	2
PHRA 1445 Compounding Sterile Preparations	4		PHRA 2260 Clinical II Pharmacy Technician	2
PHRA 1340 Pharmacy Third Party Payment	3			
TOTAL	**13**		**TOTAL**	**5**
			TOTAL DEGREE HOURS	**40**
Capstone: Review Course				

Note: Level I Certificate students must successfully complete a minimum of three (3) in-person skills assessments that may take place at the Abilene Education Center (AEC) or the student's instructional location.

Respiratory Care/Therapy (Abilene Only)

Respiratory therapists are members of a team of health care professionals working in a wide variety of clinical settings to evaluate, treat and manage patients of all ages with respiratory illnesses and other cardiopulmonary disorders. As members of this team, respiratory therapists should exemplify the standards and ethics expected of all health care professionals (American Association for Respiratory Care).

The program's goal is "to prepare graduates with demonstrated competence in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains of respiratory care practice as performed by registered respiratory therapists (RRTs)."

Respiratory Therapists must be sensitive to the needs of patients who have serious physical impairments, work well as a member of a team, have superior communication skills, have the ability to pay close attention to detail and follow instructions carefully. Respiratory Care/Therapy uses the following grade values:

A	Excellent	90-100%
B	Good	80-89%
C	Average	75-79%
D	Failing Grade	60-74%
F	Failing Grade	59% or less
W	Withdrawal	Formal withdrawal from the program

Cisco College offers an Associate in Applied Science in Respiratory Therapy. Students completing the Respiratory Care Program are eligible to seek Registered Respiratory Therapist recognition from the National Board of Respiratory Care. The Cisco College Respiratory Care program is accredited by the Commission on Accreditation for Respiratory Care (CoARC) www.coarc.com

Enrollment is limited. Students must apply for admission to the program. The clinical coordinator for the Respiratory Care Program should be contacted to describe the application procedure. All respiratory classes held Monday-Thursday. Program cost may include entrance and periodic exam fees, background checks, drug screening, immunizations, health insurance, specialized course supplies or supplements. Please consult the program student handbook for the full schedule of program costs.

Respiratory Therapy Associate of Applied Science

Students must complete a minimum of 25% of the semester credit hours required for the A.A.S. degree at Cisco College.

Students must be core complete in Mathematics before applying to the Respiratory Care Program.

Pre-Requisites			**First Semester**	
BIOL 2401 Anatomy & Physiology I	4		RSPT 1201 Introduction to Respiratory Care	2
BIOL 2402 Anatomy & Physiology II	4		ENGL 1301 Composition I	3
MDCA 1313 Medical Terminology	3		RSPT 1160 Clinical Respiratory Care Therapy/Therapist	1
			RSPT 1410 Respiratory Care Procedures I	4
			RSPT 1340 Advanced Cardiopulmonary Anatomy & Physiology	3
TOTAL	**11**		**TOTAL**	**13**
Freshman Year			*(Long Summer)*	
Second Semester			**Third Semester**	
BIOL 2421 Microbiology for Science Majors	4		RSPT 2414 Mechanical Ventilation	4
RSPT 1311 Respiratory Care Procedures II	3		RSPT 1261 Practicum/Respiratory Care	2
RSPT 1361 Clinical Respiratory Care Therapy/Therapist	3		RSPT 2147 Specialties in Respiratory Care	1
RSPT 2217 Respiratory Care Pharmacology	2			
TOTAL	**12**		**TOTAL**	**7**
Sophomore year				
Fourth Semester			**Fifth Semester**	
PSYC 2301 General Psychology	3		Language, Philosophy & Culture or Creative Arts	3
RSPT 2358 Respiratory Care Patient Assessment	3		RSPT 2267 Practicum Respiratory Care Therapy	2
RSPT 2353 Neonatal/Pediatric Cardiopulmonary Care	3		RSPT 2231 Simulations in Respiratory Care	2
RSPT 2210 Cardiopulmonary Disease	2		RSPT 2230 Respiratory Care Examination Preparation	2
RSPT 2266 Practicum –Respiratory Care Therapy	2		RSPT 2139 Advanced Cardiac Life Support	1
TOTAL	**13**		**TOTAL**	**10**
			TOTAL DEGREE HOURS	**66**

**See core curriculum course options.*

Surgical Technology (Abilene Only)

The Surgical Technology program prepares students to be a part of the surgical staff who assist with patient care in the operating room. Surgical technologists are allied health professionals who are an integral part of the team of medical practitioners providing surgical care to patients in a variety of settings. The surgical technologist works under medical supervision to facilitate the safe and effective conduct of invasive surgical procedures. This individual works under the supervision of a surgeon to ensure that the operating room or environment is safe, that equipment functions properly and that the operative procedure is conducted under conditions that maximize patient safety. A surgical technologist possesses expertise in the theory and application of sterile and aseptic technique and combines the knowledge of human anatomy, surgical procedures and implementation tools and technologies to facilitate a physician's performance of invasive therapeutic and diagnostic procedures.

Cisco College offers an Associate in Applied Science Degree. The program includes hours of clinical observation and experience in the operating room as well as classroom lecture. Program costs may include entrance and periodic exam fees, background checks, drug screening, immunizations, health insurance, specialized course supplies or supplements. Please consult the program student handbook for the full schedule of program costs.

The mission of the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (6 West Dry Creek Circle Suite 110, Littleton, Colorado 80120, Phone Number: (303) 694-9262, Fax Number: (303) 741-3655, (www.arcstsa.org) is to provide recognition for the quality of the education in its system to the public. The Cisco College Surgical Technology program is accredited by the Commission on Accreditation of Allied Health Education Program (1361 Park Street, Clearwater, Florida 33756, Phone Number: (727) 210-2350, Fax (727) 210-2354, www.caahep.org).

Surgical Technology Associate of Applied Science

Students must complete a minimum of 25% of the semester credit hours required for the A.A.S. degree at Cisco College.

Freshman Year				
First Semester (Long Summer)			**Second Semester (Fall)**	
VNSG 1420, BIOL 2401, and BIOL 2402**	4		SRGT 1405 Introduction to Surgical Technology	4
MDCA 1313 Medical Terminology	3		SRGT 1409 Fundamentals of Perioperative Concepts and Techniques	4
ENGL 1301 Composition I	3		SRGT 1441 Surgical Procedures I	4
MATH 1314, MATH 1332, or MATH 1342	3		HPRS 2221 Medical Law and Ethics for Health Professions	2
SPCH 1315 Public Speaking	3			
TOTAL	**16**		**TOTAL**	**14**
Sophomore Year				
First Semester (Spring)			**Second Semester (Long Summer)**	
SRGT 1442 Surgical Procedures II	4		SRGT 2661 Clinical-Surgical Technology/Technologist	6
SRGT 1244 Technological Sciences for the Surgical Technologist	2		SRGT 2130 Professional Readiness	1
SGRT 2460 Clinical-Surgical Technology/Technologist	4		PSYC 2301 or PSYC 2314	3
HPRS 2200 Pharmacology for Health Professions	2		Language, Philosophy & Culture or Creative Arts*	3
HPRS 2201 Pathophysiology	2			
SOCI 1301, GOVT 2306, GOVT 2305, HIST 1301, or HIST 1302	3			
TOTAL	**17**		**TOTAL**	**13**
			TOTAL DEGREE HOURS	**60**

**See core curriculum course options.*

***BIOL 2401 Anatomy and Physiology I together with BIOL 2402 Anatomy and Physiology II may be taken in place of VNSG 1420*

Course Inventory

The following pages provide course descriptions of all Cisco College courses, including those required for certificates, two-year degrees and transfer to four-year institutions. Courses and programs at Cisco College are listed below with designated abbreviations in parentheses. Suggested degree plans for transfer to specific baccalaureate programs can be found on the college website at www.cisco.edu

Accounting (ACCT, ACNT)
Agriculture (AGRI)
Anthropology (ANTH)
Art (ARTS)

Athletic Training (KINE)
Automotive Technology (AUMT, ABDR)
Biology (BIOL)

Business (BUSI)

Business Administration Management (BUSI)
Business Computer Information Systems (BCIS, COSC)
Business Systems Technology (ACNT, ITSW, POFI, POFT)
Certified Nurse Aide (NURA)
Chemistry (CHEM)
Child Care Technology (CDEC, TECA)
Communication (COMM)
Computer Science (COSC)
Cosmetology (CSME)
Criminal Justice (CJCR, CJLE, CJSA, CRIJ, HMSY)
Developmental Education (DERW, DMAT) (DMAT) (DESS) (DESL) (DENG)
Economics (ECON)
Education (EDUC)
Engineering (ENGR)
English (ENGL)
Fire Fighter (FIRS) (EMSP)
Fire Technology (FIRT)
French (FREN)
Geology (GEOL)
German (GERM)
Government (GOVT)
History (HIST)
Humanities (HUMA)
HVAC (HART)
Industrial Technology (BMGT, CNBT, CETT, DFTG,ELPT, ENTC, HART, HYDR, IEIR, PFPB,SEST, SMER, WDWK, WLDG)
Kinesiology (KINE)
Mathematics (MATH)
Management (ACNT, BMGT, BUSG, ITSC, ITSW, MRKG, HRPO)
Medical Assisting Technology (FMLD, HITT, MDCA)
Music (MUEN, MUAP, MUSI)
Nursing (NURA, NURS, RNSG, VNSG)

Pharmacy Technician (PHRA)

Philosophy (PHIL)
Phlebotomy (PLAB)
Physics (PHYS)
Psychology (PSYC)
Reading (READ)
Real Estate (RELE)
Respiratory Care Technology (RSPT)
Sociology (SOCI)

Spanish (SPAN)
Speech (SPCH)
Surgical Technology (HPRS, SRGT)
Theatre (DRAM)
Wrangler Band (MUAP, MUEN)
Wrangler Belles (KINE)
Welding (WLDG)

Texas Common Course Numbering System (TCCNS)

Cisco College complies with the TCCNS, a cooperative effort among Texas Community Colleges and Universities, to facilitate the transfer of freshman- and sophomore-level general academic courses. The TCCNS provides a shared, uniform set of course descriptions for students and their advisors to use in determining both course equivalency and degree applicability of transfer credit on a statewide basis. When students transfer between two participating TCCNS institutions, a course taken at the sending institution transfers as the course carrying or cross-referenced with the same TCCNS designation at the receiving institution. Transfer courses having a common TCCNS number are indicated with an asterisk (*) on the following pages.

Courses are numbered by a four-digit number in the following manner: The first digit identifies the academic level: zero (0) indicates non-credit, one (1) indicates freshman level and two (2) indicates sophomore level. The second digit identifies credit hour value. The third and fourth digits uniquely identify the course.

For example, ENGL 1301 is a freshman level, 3-semester hour course and should be taken first in any sequence of college-level English courses. Courses numbered with a first digit of zero (0) are non-credit and will not count toward a degree.

The course numbers on the following pages are subject to the approval of the Texas Higher Education Coordinating Board.

Not all courses have a designated common number. Interested parties should see individual courses for prerequisites. The student should check with an advisor concerning the transferability of courses.

Any course may be cancelled at the start of a semester if the number of enrollments is too small or if instructional personnel are unavailable.

Accounting

ACCT 2301 Principles of Financial Accounting*

This course is an introduction to the fundamental concepts of financial accounting as prescribed by U.S. generally accepted accounting principles (GAAP) as applied to transactions and events that affect business organizations. Students will examine the procedure and systems to accumulate, analyze, measure, and record financial transactions. Students will use recorded financial information to prepare a balance sheet, income statement, statement of cash flows, and statement of shareholders' equity to communicate the business entity's results of operations and financial position to users of financial information who are external to the company. Students will study the nature of assets, liabilities, and owner's equity while learning to use reported financial information for purposes of making decisions about the company. Students will be exposed to International Financial reporting Standards (IFRS). Three lecture hours per week.
Credit: 3 semester hours
Recommended co-requisite: MATH 1324

ACCT 2302 Principles of Managerial Accounting*

This course is an introduction to the fundamental concepts of managerial accounting appropriate for all organizations. Students will study information from the entity's accounting system relevant to decisions made by internal managers, as distinguished from information relevant to users who are external to the company. The emphasis is on the identification and assignment of product costs, operational budgeting and planning, cost control, and management decision making. Topics include product costing methodologies, cost behavior, operational and capital budgeting, and performance evaluation. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: ACCT 2301

ACNT 1303 Introduction to Accounting I

A study of accounting for merchandising, notes payable, notes receivable, valuation of receivables and equipment and valuation of inventories in a manual and computerized environment. Three lecture hours per week.
Credit: 3 semester hours

ACNT 1304 Introduction to Accounting II

Introduction to utilizing the computer in maintaining accounting records with primary emphasis on a general ledger package. One lecture hour, two lab hours per week.
Credit: 3 semester hours
Prerequisite: ACNT 1303

ACNT 1311 Introduction to Computerized Accounting

Introduction to utilizing the computer in maintaining accounting records with primary emphasis on a general ledger package. One lecture hours, two lab hours per week.
Credit: 3 semester hours
Prerequisite: ACNT 1303

Agriculture

AGRI 1131 The Agricultural Industry*

Overview of world agriculture, nature of the industry, resource conservation and the American agricultural system, including production, distribution and marketing; recommended for all freshmen agriculture majors. One lecture hour per week.
Credit: 1 semester hour

AGRI 1309 Computers in Agriculture*

Survey of the use of computers in agricultural applications. It is recommended for all freshmen agriculture majors. Three lecture hours per week.
Credit: 3 semester hours

AGRI 1311 Dairy Science*

Survey of the dairy industry including dairy breeds, standards for selection and culling, herd replacements, feeding, management, physiology and health maintenance. Food value for milk, tests for composition and quality, and use and processing of market milk and dairy products. Three lecture hours, one lab hour per week.
Credit: 3 semester hours

AGRI 1407 Agronomy*

Principles and practices in the development, production and management of field crops including plant breeding, plant diseases, soils, insect control and weed control. Three lecture hours, three lab hours per week.
Credit: 4 semester hours

AGRI 1415 Horticulture*

Structure, growth, and development of horticultural plants. Examination of environmental effects, basic principles of reproduction, production methods ranging from outdoor to controlled climates, nutrition, and pest management. Three lecture hours, three lab hours per week.
Credit: 4 semester hours

AGRI 1419 Introductory Animal Science*

Scientific animal production and the importance of livestock and meat industries. Selection, reproduction, nutrition, management and marketing of livestock. Three lecture hours, three lab hours per week.
Credit: 4 semester hours

AGRI 1325 Marketing of Agricultural Products*

Operations in the movement of agricultural commodities from producer to consumer, including the essential marketing functions of buying, selling, transporting, storing, financing, standardizing, pricing and risk bearing. Three lecture hours per week.
Credit: 3 semester hours

AGRI 2301 Agricultural Power Units*

Fundamentals of internal combustion engines: gasoline, diesel and liquefied petroleum. Maintenance and adjustments of the electrical, ignition, fuel, lubricating and cooling systems of agricultural power machinery. Two lecture hours, two lab hours per week.
Credit: 3 semester hours

AGRI 2303 Agricultural Construction I (Welding)*

Selection, use and maintenance of hand and power tools; arc and oxy-acetylene welding; and construction materials and principles; cold metalwork; soldering and sheet metal. Two lecture hours, four lab hours per week.
Credit: 3 semester hours

AGRI 2317 Introduction to Agricultural Economics*

Fundamental economic principles and their applications to the problems of the industry of agriculture. Three lecture hours per week.
Credit: 3 semester hours

AGRI 2321 Livestock Evaluation*

Evaluation and grading of market cattle, swine, sheep, and goats and their carcasses and wholesale cuts. Emphasis will be placed on value determination. Selection and evaluation of breeding cattle, sheep, swine, and goats with emphasis on economically important traits. Three lecture hours per week.
Credit: 3 semester hours

AGRI 2330 Wildlife Conservation and Management*

Principles and practices used in the production and improvement of wildlife resources. Aesthetic, ecological, and recreational uses of public and private lands. Two lecture hours, two lab hours per week.
Credit: 3 semester hours

Anthropology

ANTH 2346 General Anthropology*

Study of human beings, their antecedents and related primates, and their cultural behavior and institutions. Introduces the major subfields: physical and cultural anthropology, archeology, linguistics, and ethnology. Three lecture hours per week.
Credit: 3 semester hours

ANTH 2351 Cultural Anthropology*

Key concepts, methods and theory in the study of cultural diversity, social institutions, linguistics, and culture change among world peoples. Three lecture hours per week.
Credit: 3 semester hours

Arts

ARTS 1301 Art Appreciation*

A general introduction to the visual arts designed to create an appreciation of the vocabulary, media, techniques, and purposes of the creative process. Students will critically interpret and evaluate works of art within formal, cultural, and historical contexts. Three lecture hours per week.
Credit: 3 semester hours

ARTS 1303 Art History I*

A chronological analysis of the historical and cultural contexts of the visual arts from prehistoric times to the 14th century. Three lecture hours per week.
Credit: 3 semester hours

ARTS 1304 Art History II*

A chronological analysis of the historical and cultural contexts of the visual arts from the 14th century to the present day. Three lecture hours per week.
Credit: 3 semester hours

ARTS 1311 Design I*

An introduction to the fundamental terminology, concepts, theory, and application of two-dimensional design. Three lecture hours, three lab hours per week.
Credit: 3 semester hours

ARTS 1312 Design II*

An introduction to the fundamental terminology, concepts, theory, and application of three-dimensional design. Three lecture hours, three lab hours per week.
Credit: 3 semester hours
Prerequisite: ARTS 1311

ARTS 1316 Drawing I*

A foundation studio course exploring drawing with emphasis on descriptive, expressive and conceptual approaches. Students will learn to see and interpret a variety of subjects while using diverse materials and techniques. Course work will facilitate a dialogue in which students will engage in critical analysis and begin to develop their understanding of drawing as a discipline. Three lecture hours, three lab hours per week.
Credit: 3 semester hours

ARTS 1317 Drawing II*

A studio course exploring drawing with continued emphasis on descriptive, expressive and conceptual approaches. Students will further develop the ability to see and interpret a variety of subjects while using diverse materials and techniques. Course work will facilitate a dialogue in which students will employ critical analysis to broaden their understanding of drawing as a discipline. Three lecture hours, three lab hours per week.
Credit: 3 semester hours
Prerequisite: ARTS 1316

ARTS 1325 Drawing and Painting*

Drawing and painting for non-art majors. Three lecture hours per week.
Credit: 3 semester hours.

ARTS 2313 Design Communications I*

Communication of ideas through processes and techniques of graphic design and illustration. Three hours lecture.
Credit: 3 semester hours.

ARTS 2316 Painting I*

Exploration of ideas using painting media and techniques. Three lecture hours, three lab hours per week.
Credit: 3 semester hours
Co-requisite: ARTS 1311 or 1316

ARTS 2317 Painting II*

Exploration of ideas using painting media and techniques. Three lecture hours, three lab hours per week.
Credit: 3 semester hours
Prerequisite: ARTS 2316

ARTS 2326 Sculpture I*

Exploration of ideas using sculpture media and techniques. Three lecture hours, three lab hours per week.
Credit: 3 semester hours
Prerequisite: ARTS 1312 or permission of instructor

ARTS 2333 Printmaking*

A studio art course that introduces the materials, processes, and concepts pertaining to traditional and contemporary printmaking. The course explores the use of varied tools and techniques along with the formal and conceptual principles to create editioned and unique works. Three lecture hours, three lab hours per week.
Credit: 3 semester hours

ARTS 2341 Metals*

A studio art course that introduces metalsmithing using basic techniques in jewelry design and metal construction. The course provides instruction and practical fabrication experience as it relates to the design and production of small-scale functional and/or non-functional objects. Three lecture hours.
Credit: 3 semester hours

ARTS 2346 Ceramics I*

A studio art course that introduces basic building, throwing, and other techniques as it relates to the design and production of ceramic sculpture and pottery. Three lecture hours, three lab hours per week.
Credit: 3 semester hours

ARTS 2348 Digital Art I*

Studio art courses that explore the potential of the computer hardware and software medium for their visual, conceptual, and practical uses in the visual arts. Three lecture hours per week.
Credit: 3 semester hours

ARTS 2389 Academic Cooperative*

An instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of studio art and/or art history. Three lecture hours, three lab hours per week.
Credit: 3 semester hours
Prerequisite: ARTS 1311 or permission of instructor

Automotive Technology

AUMT 1405 Introduction to Automotive Technology

An overview of automotive electrical systems including topics in operational theory, testing, diagnosis, and repair of batteries, charging and starting systems, and electrical accessories. Emphasis on electrical schematic diagrams and service manuals. May be taught manufacturer specific. Two lecture hours, six lab hours per week.
Credit: 4 semester hours

AUMT 1407 Automotive Electrical Systems

An overview of automotive electrical Systems including topics in operational theory, testing, diagnosis, and repair of batteries, charging and starting systems, and electrical accessories. Emphasis on electrical schematic diagrams and service manuals. May be taught manufacturer specific. Two lecture hours, four lab hours per week.
Credit: 4 semester hours

AUMT 1410 Automotive Brake Systems

Operation and repair of drum/disc type brake systems. Emphasis on safe use of modern equipment. Topics include brake theory, diagnosis, and repair of power, manual, antilock brake systems, and parking brakes. May be taught manufacturer specific. Two lecture hours, four lab hours per week.
Credit: 4 semester hours

AUMT 1419 Automotive Engine Repair

Fundamentals of engine operation, diagnosis and repair including lubrication systems and cooling systems. Emphasis on overhaul of selected engines, identification and inspection, measurements, and disassembly, repair, and reassembly of the engine. May be taught manufacturer specific. Two lecture hours, four lab hours per week.
Credit: 4 semester hours

AUMT 1416 Suspension and Steering

A study of theory and operation of automotive suspension and steering systems including tire and wheel problem diagnosis, component repair, and alignment procedures. May be taught manufacturer specific. Two lecture hours, four lab hours per week.
Credit: 4 semester hours

AUMT 1445 Climate Control Systems

Diagnosis and repair of manual/electronic climate control systems. Includes the refrigeration cycles and EPA guidelines for refrigerant handling. May be taught manufacturer specific. Two lecture hours, four lab hours.
Credit: 4 semester hours

AUMT 2313 Automotive Drive Train and Axles

A study of automotive clutches, clutch operation devices, manual transmissions/ transaxles, and differentials with emphasis on the diagnosis and the repair of transmissions/transaxles and drive lines. May be taught manufacturer specific. Two lecture hours, three lab hours per week.
Credit: 4 semester hours

AUMT 2325 Automatic Transmission and Transaxle

A study of the operation, hydraulic principles, and related circuits of modern automatic transmissions and automatic transaxles. Diagnosis, disassembly, and assembly procedures with emphasis on the use of special tools and proper-techniques. May be taught manufacturer specific. Two lecture hours, three lab hours per week.
Credit: 4 semester hours

AUMT 2328 Automotive Service

Mastery of automotive service including competencies covered in related courses. May be taught manufacturer specific. Two lecture hours, four lab hours per week.
Credit: 4 semester hours

AUMT 2417 Engine Performance Analysis I

Theory, operation, diagnosis, and repair of basic engine dynamics, ignition systems, and fuel delivery systems. Use of basic engine performance diagnostic equipment. May be taught manufacturer specific. Two lecture hours, four lab hours per week.
Credit: 4 semester hours

AUMT 2421 Automatic Electrical Diagnosis and Repair

Repair of automotive electrical subsystems, lightening, instrumentation, and accessories. Emphasis on accurate diagnosis and proper repair methods using various troubleshooting skills and techniques. Maybe taught manufacturer specific. Two lecture hours, four lab hours per week.
Credit: 4 semester hours

AUMT 2434 Engine Performance Analysis II

A study of diagnosis and repair of emission systems, computerized engine performance systems, and advanced ignition and fuel systems; and proper use of advanced engine performance diagnostic equipment. May be taught manufacturer specific. Two lecture hours, four lab hours per week.
Credit: 4 semester hours

AUMT 2443 Advanced Emission Systems Diagnostics

Diagnostics and repair of emission control systems with emphasis on the application of advanced diagnostic information, tools, and techniques. Course will include state and federal laws required for preparation for licensing. May be taught with manufacturer specific instructions. Two hours lecture, four hours lab per week.
Credit: 4 semester hours

AUMT 2457 Automotive Alternative Fuels

A study of the composition and use of various alternative automobile fuels including retrofit procedures and applications, emission standards, availability, and cost effectiveness. Overview of federal and state legislation concerning fuels. Two lecture hours, four lab hours per week.
Credit: 4 semester hours

DEMR 1406 Diesel Engine I

An introduction to the basic principles of diesel engines and systems. Two lecture, four lab hours per week.
Credit: 4 semester hours

Barber

See Cosmetology

Biology

BIOL 1322 Nutrition & Diet Therapy I*

Study of the chemical, physical, and sensory properties of food; nutritional quality; and food use and diet applications. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: One semester of chemistry and/or anatomy and physiology recommended.

BIOL 1406 Biology for Science Majors I*

Fundamental principles of living organisms will be studied, including physical and chemical properties of life, organization, function, evolutionary adaptation, and classification. Concepts of cytology, reproduction, genetics, and scientific reasoning are included. Three lecture hours, three lab hours per week.
Credit: 4 semester hours
Pre-requisite: MATH 1314 College Algebra (3 SCH version) Successful completion of College Algebra or concurrent enrollment in higher-level mathematics is recommended.

BIOL 1407 Biology for Science Majors II*

The diversity and classification of life will be studied, including animals, plants, protists, fungi, and prokaryotes. Special emphasis will be given to anatomy, physiology, ecology, and evolution of plants and animals. Three lecture hours, three laboratory hours per week.
Credit: 4 semester hours
Prerequisite: BIOL 1406

BIOL 1408 Biology for Non-Science Majors I*

Provides a survey of biological principles with an emphasis on humans, including chemistry of life, cells, structure, function, and reproduction. Laboratory activities will reinforce same topics. Three lecture hours, three laboratory hours per week.
Credit: 4 semester hours

BIOL 1409 Biology for Non-Science Majors II*

This course will provide a survey of biological principles with an emphasis on humans, including evolution, ecology, plant and animal diversity, and physiology. Laboratory activities will reinforce same topics. Three lecture hours, three laboratory hours per week.
Credit: 4 Semester hours

BIOL 1411 General Botany*

Fundamental biological concepts relevant to plant physiology, life cycle, growth and development, structure and function, and cellular and molecular metabolism. The role of plants in the environment, evolution, and phylogeny of major plant groups, algae, and fungi. (This course is intended for science majors.) Three lecture hours, four laboratory hours per week.
Credit: 4 semester hours
Prerequisite: MATH 1314 College Algebra (3 SCH version). Successful completion of College Algebra or concurrent enrollment in higher-level mathematics is recommended.

BIOL 1413 General Zoology*

Fundamental biological concepts relevant to animals, including systematics, evolution, structure and function, cellular and molecular metabolism, reproduction, development, diversity, phylogeny, and ecology. (This course is intended for science majors.) Three lecture hours, four laboratory hours per week.
Credit: 4 semester hours
Prerequisite: MATH 1314 College Algebra (3 SCH version). Successful completion of College Algebra or concurrent enrollment in higher level mathematics is recommended.

BIOL 2289 Academic Cooperative*

An instructional program designed to integrate on-campus study with practical hands-on work experience in the biological sciences/life sciences. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of living organisms and their systems. Two lecture hours per week.
Credit: 2 semester hours

BIOL 2389 Academic Cooperative*

An instructional program designed to integrate on-campus study with practical hands-on work experience in the biological sciences/life sciences. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of living organisms and their systems. Three lecture hours per week.
Credit: 3 semester hours

BIOL 2401 Anatomy and Physiology I*

Study of the structure and function of human anatomy, including the neuroendocrine, integumentary, musculoskeletal, digestive, urinary, reproductive, respiratory, and circulatory systems. Content may be either integrated or specialized. Three lecture hours, four laboratory hours per week.
Credit: 4 semester hours
Prerequisite: College ready in Reading and Writing, Biology 1406 or 1413, or approval of Chairperson

BIOL 2402 Anatomy and Physiology II*

Study of the structure and function of human anatomy, including the neuroendocrine, integumentary, musculoskeletal, digestive, urinary, reproductive, respiratory, and circulatory systems. Content may be either integrated or specialized. A continuation of BIOL 2401. Three lecture hours, four laboratory hours per week.
Credit: 4 semester hours
Prerequisite: College ready in Reading and Writing, Biology 2401, or approval of Chairperson

BIOL 2421 Microbiology for Science Majors*

Principles of microbiology, including metabolism, structure, function, genetics, and phylogeny of microbes. The course will also examine the interactions of microbes with each other, hosts, and the environment. Three lecture hours, four laboratory hours per week.
Credit: 4 semester hours (transferable)
Prerequisite: College ready in Reading and Writing, completed MATH 0401, Chemistry 1411 plus BIOL 1406 and BIOL 1407 or approval of Chairperson

Business Computer Information Systems

BCIS 1305 Business Computer Applications*

Introduces and develops foundational skills in applying essential and emerging businessproductivity information technology tools. The focus of this course is on business productivity software applications including word processing, spreadsheets, databases, presentation graphics, data analytics, and business-oriented utilization of the Internet. Three lecture hours per week.
Credit: 3 semester hours

Business & Management

Business Systems Technology / Management

ACNT 1303 Introduction to Accounting I

A study of analyzing, classifying, and recording business transactions in a manual and computerized environment. Emphasis on understanding the complete accounting cycle and preparing financial statements, bank reconciliation, and payroll. Three lecture hours per week.
Credit: 3 semester hours

ACNT 1304 Introduction to Accounting II

A study of accounting for merchandising, notes payable, notes receivable, valuation of receivable and equipment, and valuation of inventories in a manual and computerized environment. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: ACNT 1303

ACNT 1311 Introduction to Computerized Accounting

Introduction to utilizing the computer in maintaining accounting records with primary emphasis on a general ledger package. Two lecture hours, two lab hours per week.
Credit: 3 semester hours
Prerequisite: ACNT 1303

BMGT 1305 Communications in Management

Basic theory and processes of communication skills necessary for the management of an organization's workforce. Three lecture hours per week.
Credit: 3 semester hours

BMGT 1309 Information and Project Management

Critical path methods for planning and controlling projects. Includes time/cost tradeoffs, resource utilization, stochastic considerations, task determination, time management, scheduling management, status reports, budget management, customer service, professional attitude, and project supervision. Three lecture hours per week.
Credit: 3 semester hours

BMGT 1327 Principles of Management

An introduction to the various theories, processes, and functions of management; apply theories to a business environment; identify leadership roles in organizations; and describe elements of the communication process. Three lecture hours per week.
Credit: 3 semester hours

BMGT 1344 Negotiations and Conflict Management

Theories which aid in the diagnosis of interpersonal and intergroup conflict. The role of manager as negotiator, intermediary, and problem-solver. Three lecture hours per week.
Credit: 3 semester hours

BMGT 1391 Special Topics in Business Administration Management and General Topics

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency. Three lecture hours per week.
Credit: 3 semester hours

BMGT 1482, 1483, 2482 Cooperative Education

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the College, employer, and student. Under the supervision of the College and the employer, the student combines classroom learning with work experience. One lecture hour, twenty-one lab hours per week.
Credit: 4 semester hours

BMGT 2303 Problem solving and Decision Making

Decision-making and problem-solving processes in organizations utilizing logical and creative problem solving techniques. Application of theory is provided by experiential activities using managerial decision tools. Three lecture hours per week.
Credit: 3 semester hours

BMGT 2305 Advanced Communications in Management

A study of advanced principles of oral and written communications for managers. Three lecture hours per week.
Credit: 3 semester hours

BMGT 2309 Leadership

Concepts of leadership and its relationship to management. Prepares the student with leadership and communication skills needed to motivate and identify leadership styles. Three lecture hours per week.
Credit: 3 semester hours

BMGT 2311 Change Management

Knowledge, skills, and tools that enable a leader/organization to facilitate change in a pro-active participative style. Three lecture hours per week.
Credit: 3 semester hours

BMGT 2347 Critical Thinking and Problem Solving

Instruction in interpreting data for effective problem solving and recommending corrective action with emphasis on a structured approach to critical thinking and problem solving in a term environment. Three lecture hours per week.
Credit: 3 semester hours

BMGT 2431 Principles of Quality Management

Quality of productivity in organizations. Includes planning for quality throughout the organization, analysis of costs of quality, and employee empowerment. Four lecture hours per week.
Credit: 4 semester hours

BUSG 1302 E-Business Management

Introduction to business. Includes the internet, infrastructure for electronic commerce, markup languages, web-based tools and software, security issues, and electronic payment systems. Also covers strategies for marketing, sales, and purchasing; legal, ethical, and tax issues; and management functions. Three lecture hours per week.
Credit: 3 semester hours

BUSG 1307 Entrepreneurship and Economic Development

Overview of entrepreneurship as an economic development strategy. Includes community support systems for entrepreneurs. Three lecture hours per week.
Credit: 3 semester hours

BUSG 1341 Small Business Financing

An overview of business financing options and capital markets. Students will be able to estimate required funding for new businesses and understand financing needs for expansion of existing businesses. Operations financing, risk management, and tax matters will also be addressed. Three lecture hours per week.
Credit: 3 semester hours

BUSG 2309 Small Business Management

Starting, operating, and growing a small business. Includes essential management skills how to prepare a business plan, accounting, financial needs, staffing, marketing strategies, and legal issues. Three lecture hours per week.
Credit: 3 semester hours

BUSI 1301 Business Principles*

This course provides a survey of economic systems, forms of business ownership, and considerations for running a business. Students will learn various aspects of business, management, and leadership functions; organizational considerations; and decision-making processes. Financial topics are introduced, including accounting, money and banking, and securities markets. Also included are discussions of business challenges in the legal and regulatory environment, business ethics, social responsibility, and international business. Emphasized is the dynamic role of business in everyday life. Three lecture hours per week.
Credit: 3 semester hours

BUSI 1307 Personal Finance*

Personal and family account, budgets and budgets and budgetary control, bank accounts, charge accounts, borrowing, investing, insurance, standards of living, renting or home ownership, and wills and trust plans. Three lecture hours per week.
Credit: 3 semester hours

BUSI 2301 Business Law*

The course provides the student with foundational information about the U.S. legal system and dispute resolution, and their impact on business. The major content areas will include general principles of law, the relationship of business and the U.S. Constitution, state and federal legal systems, the relationship between law and ethics, contracts, sales, torts, agency law, intellectual property, and business law in the global context. Three lecture hours per week.
Credit: 3 semester hours

BUSI 2305 Business Statistics*

This course introduces students to statistical concepts and techniques used in business decision-making. Topics include descriptive statistics, probability theory, statistical inference, hypothesis testing, correlation, regression analysis, and more. Emphasis is on applying statistical tools to real-world business problems. Three lecture hours per week.
Credit: 3 semester hours

HRPO 2301 Human Resource Management

Behavioral and legal approaches to the management of human resources in organizations. Three lecture hours per week.
Credit: 3 semester hours

HRPO 2307 Organizational Behavior

The analysis and application of organizational theory, group dynamics, motivation theory, leadership concepts, and the integration of interdisciplinary concepts from the behavioral sciences. Three lecture hours per week.
Credit: 3 semester hours

IBUS 1305 Introduction to International Business and Trade

The techniques for entering the international market. Emphasis on the impact and dynamics of sociocultural, demographic, economic, technological, and political/legal factors in the foreign trade environment. Topics include patterns of world trade, internationalization of the firm, and operating procedures of the multinational enterprise. Three lecture hours per week.
Credit: 3 semester hours

ITSC 1301 Introduction to Computers

Overview of computer information systems. Introduces computer hardware, software, procedures, and human resources. Presents basic concepts in the fields of business intelligence, business analytics, and information science. Three lecture hours per week.
Credit: 3 semester hours

ITSW 1301 Introduction to Word Processing

An overview of the production of documents, tables, and graphics. Two lecture hours, two lab hours per week.
Credit: 3 semester hours

ITSW 1404 Introduction to Spreadsheets

Instruction in the concepts, procedures, and application of electronic spreadsheets. Two lecture hours, two lab hours per week
Credit: 4 semester hours

ITSW 1407 Introduction to Databases

Introduction to database theory and the practical application of a database. Two lecture hours, two lab hours per week.
Credit: 4 semester hours

ITSW 1410 Introduction to Presentation Graphics Software

Instruction in the utilization of presentation software to produce multimedia presentations. Graphics, text, sound, animation and/or video may be used in presentation development. Three lecture hours, 2 lab hours per week.
Credit: 4 semester hours
Prerequisite: POFI 2301 Word Processing

MRKG 1311 Principles of Marketing

Introduction to the marketing mix functions and process. Includes identification of consumer and organizational needs and explanation of environmental issues. Three lecture hours per week.
Credit: 3 semester hours

MRKG 2348 Marketing Research and Strategies

Practical experiences in analyzing marketing studies using data-driven decision-making processes. Includes interrelationships among the components of the marketing mix. This course integrates business analytics and marketing. Three lecture hours per week.
Credit: 3 semester hours

POFI 2301 Word Processing

Word processing software focusing on business applications. Two lecture hours, two lab hours per week.
Credit: 3 semester hours
Prerequisite: ITSW 1301

POFI 2331 Desktop Publishing

In-depth coverage of desktop publishing terminology, text editing, and use of design principles. Emphasis on layout techniques, graphics, multiple page displays, and business applications. Two lecture hours, two lab hours per week.
Credit: 3 semester hours

POFI 2340 Advanced Word Processing

Advanced techniques in merging, macros, graphics, and desktop publishing. Includes extensive formatting for technical documents. Emphasis on business applications. Two lecture hours, two lab hours per week.
Credit: 3 semester hours
Prerequisite: POFI 2301

POFI 2486 Internship: Business/Office Automation/Technology/Data Entry

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the College and the employer. Thirty external hours per week.
Credit: 4 semester hours

POFT 1309 Administrative Office Procedures I

Study of current office procedures, duties, and responsibilities applicable to an office environment. Three lecture hours per week.
Credit: 3 semester hours

POFT 1313 Professional Workforce Preparation

Preparation for the work force including ethics, interpersonal relations, professional attire, and career advancement. Two lecture hours, two lab hours per week.
Credit: 3 semester hours

POFT 1319 Records and Information Management I

Introduction to basic records information management filing systems including manual and electronic filing. Three lecture hours per week.
Credit: 3 semester hours

POFT 1325 Business Math and Machine Applications

Business math problem-solving skills using office technology. Three lecture hours per week.
Credit: 3 semester hours

POFT 2301 Intermediate Keyboarding

A continuation of keyboarding skills emphasizing acceptable speed, and accuracy levels and formatting documents. Two lecture hours, two lab hours per week.
Credit: 3 semester hours

POFT 2312 Business Correspondence & Communications

Development of writing and presentation skills to produce effective business communications. Three lecture hours per week.
Credit: 3 semester hours

POFT 2431 Administrative Systems

Advanced concepts of project management and office procedures integrating software applications. Three lecture hours and three lab hours per week.
Credit: 4 semester hours
Prerequisite: Computer application software proficiency and basic office procedures competency.

POFT 2433 Advanced Keyboarding

Study of advanced concepts in variety of office-simulated correspondence activities with emphasis on organization, prioritizing, decision making, composition, placement, accuracy, and speed development. Two lecture hours, three lab hours per week.
Credit: 4 semester hours
Prerequisite: POFT 2301

Chemistry

CHEM 1405 Introductory Chemistry I*

Survey course introducing chemistry. Topics may include inorganic, organic, biochemistry, food/physiological chemistry, and environmental/consumer chemistry. Designed for non-science and allied health students. (This course may not be substituted for CHEM 1411). Three lecture hours, four lab hours per week.
Credit: 4 semester hours
Prerequisite: MATH 0402 or equivalent
Note: This course is only offered alternate years at the Cisco location

CHEM 1406 Introductory Chemistry I*

Survey course introducing chemistry. Topics may include inorganic, organic, biochemistry, food/physiological chemistry, and environmental/consumer chemistry. Designed for non-science and allied health students.Three lecture hours, four lab hours per week.
Credit: 4 semester hours

CHEM 1407 Introductory Chemistry II*

Survey course introducing chemistry. Topics may include inorganic, organic, biochemistry, food/physiological chemistry, and environmental/consumer chemistry. Designed for non-science and allied health students. Three lecture hours, four lab hours per week.
Credit: 4 semester hours

CHEM 1411 General Chemistry I*

Fundamental principles of chemistry for majors in the sciences, health sciences, and engineering; topics include measurements, fundamental properties of matter, states of matter, chemical reactions, chemical stoichiometry, periodicity of elemental properties, atomic structure, chemical bonding, molecular structure, solutions, properties of gases, and an introduction to thermodynamics and descriptive chemistry. LAB: Basic laboratory experiments supporting theoretical principles presented in CHEM 1411 lecture; introduction of the scientific method, experimental design, data collection and analysis, and preparation of laboratory reports. Three lecture hours, four laboratory hours per week.
Credit: 4 semester hours
Prerequisite: MATH 1314—College Algebra or equivalent academic preparation
Note: This course is only offered alternate years at the Cisco location.

CHEM 1412 General Chemistry II*

Chemical equilibrium; phase diagrams and spectrometry; acid-base concepts; thermodynamics; kinetics; electrochemistry; nuclear chemistry; an introduction to organic chemistry and descriptive inorganic chemistry. LAB: Basic laboratory experiments supporting theoretical principles presented in CHEM 1412 lecture; introduction of the scientific method, experimental design, chemical instrumentation, data collection and analysis, and preparation of laboratory reports. Three lecture hours, four laboratory hours per week.
Credit: 4 semester hours
Prerequisite: CHEM 1411
Note: This course is only offered alternate years at the Cisco location

CHEM 2289 Academic Cooperative*

An instructional program designed to integrate on-campus study with practical hands-on work experience in the biological sciences/life sciences. In conjunction with class seminars, the individual student will set specific goals and objectives in the scientific study of inanimate objects, processes of matter and energy, and associated phenomena. Two lecture hours per week.
Credit: 2 semester hours

CHEM 2389 Academic Cooperative*

An instructional program designed to integrate on-campus study with practical hands-on work experience in the biological sciences/life sciences. In conjunction with class seminars, the individual student will set specific goals and objectives in the scientific study of inanimate objects, processes of matter and energy, and associated phenomena. Three lecture hours per week.
Credit: 3 semester hours

CHEM 2423 Organic Chemistry I*

Fundamental principles of organic chemistry will be studied, including the structure, bonding, properties, and reactivity of organic molecules; and properties and behavior of organic compounds and their derivatives. Emphasis is placed on organic synthesis and mechanisms. Includes study of covalent and ionic bonding, nomenclature, stereochemistry, structure and reactivity, reaction mechanisms, functional groups, and synthesis of simple molecules. THIS COURSE IS INTENDED FOR STUDENTS IN SCIENCE OR PRE-PROFESSIONAL PROGRAMS. Three lecture hours, four laboratory hours per week.
Credit: 4 semester hours
Prerequisite: Chemistry 1412
Note: this course only offered at the Abilene location.

CHEM 2425 Organic Chemistry II*

Advanced principles of organic chemistry will be studied, including the structure, properties, and reactivity of aliphatic and aromatic organic molecules; and properties and behavior of organic compounds and their derivatives. Emphasis is placed on organic synthesis and mechanisms. Includes study of covalent and ionic bonding, nomenclature, stereochemistry, structure and reactivity, reaction mechanisms, functional groups, and synthesis of simple molecules. THIS COURSE IS INTENDED FOR STUDENTS IN SCIENCE OR PRE-PROFESSIONAL PROGRAMS. A continuation of Chemistry 2423. Three lecture hours, four laboratory hours per week.
Credit: 4 semester hours
Prerequisite: Chemistry 2423
Note: this course only offered at the Abilene location.

Child Development and Early Childhood

CDEC 1164 Practicum Child Development

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.
Credit: 1 semester hours
Prerequisite: 12 hours of CDEC or CDA

CDEC 2265 Practicum - Management

Practical, general workplace training supported by an individualized learning plan developed by the employer, college and student.
Credit: 2 semester hours

CDEC 1303 / TECA 1303* Families, School & Community

Study of the child, family, community, and schools. Includes parent education and involvement, family and community lifestyles, child abuse, and current family life issues. Course content is aligned with State Board for Educator Certification Pedagogy and Professional Responsibilities standards. Requires students to participate in a minimum of 16 hours field experience with children from infancy through age 12 in a variety of settings with varied and diverse populations. Three lecture hours and one lab hour per week.
Credit: 3 semester hours

CDEC 1311 / TECA 1311* Educating Young Children

An introduction to the education of the young child. Includes developmentally appropriate practices and programs, theoretical and historical perspectives, ethical and professional responsibilities, and current issues. Course content is aligned with State Board for Educator Certification Pedagogy and Professional Responsibilities standards. Requires students to participate in a minimum of 16 hours of field experience with children from infancy through age 12 in a variety of settings with varied and diverse populations. Three lecture hours, one lab hour per week.
Credit: 3 semester hours

CDEC 1313 Curriculum Resources for Early Childhood Program

A study of the fundamentals of developmentally appropriate curriculum design and implementation in early care and education programs for children. Three lecture hours per week.
Credit: 3 semester hours

CDEC 1318 / TECA 1318* Wellness of the Young Child

Factors impacting the well-being of young children. Includes healthy behavior, food, nutrition, fitness, and safety practices. Focuses on local and national standards and legal implications of relevant policies and regulations. Course content is aligned with State Board of Educator Certification Pedagogy and Professional Responsibilities standards. Requires students to participate in a minimum of 16 hours field experience with children from infancy through age 12 in a variety of settings with varied and diverse populations. Three lecture hours, one lab hour per week.
Credit: 3 semester hours

CDEC 1319 Child Guidance

An exploration of guidance strategies for promoting prosocial behaviors with individual and groups of children. Emphasis on positive guidance principles and techniques, family involvement, and cultural influences. Practical application through direct participation with children. Three lecture hours per week.
Credit: 3 semester hours

CDEC 1321 The Infant and Toddler

A study of appropriate infant and toddler programs (birth to age 3), including an overview of development, quality routines, learning environments, materials and activities, and teaching/guidance techniques. Three lecture hours per week.
Credit: 3 semester hours

CDEC 1323 Observation and Assessment

A study of observation skills, assessment techniques, and documentation of children's development. Three lecture hours per week.
Credit: 3 semester hours

CDEC 1335 Early Childhood Development 3-5 Years

Principles of typical growth and development from three to five years. Emphasizes physical, cognitive, emotional, and social development. Three lecture hours per week.
Credit: 3 semester hours

CDEC 1354 / TECA 1354* Child Growth and Development

Physical, emotional, social, and cognitive factors impacting growth and development of children through adolescence. Three lecture hours per week.
Credit: 3 semester hours

CDEC 1356 Emergent Literacy for Early Childhood

An exploration of principles, methods, and materials for teaching young children language and literacy through a play-based integrated curriculum. Three lecture hours per week.
Credit: 3 semester hours

CDEC 1358 Creative Arts for Early Childhood

An exploration of principles, methods, and materials for teaching children music, movement, visual arts, and dramatic play through process-oriented experiences to support divergent thinking. Three lecture hours per week.
Credit: 3 semester hours
CDEC 1359 Children with Special Needs

CDEC 1359 Children with Special Needs

A survey of information regarding children with special needs including possible causes and characteristics of exceptionalities, intervention strategies, available resources, referral processes, the advocacy role, and legislative issues. Three lecture hours, one lab hour per week.
Credit: 3 semester hours

CDEC 1366 Practicum-Child Development and Early Childhood

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. One lecture hour, twenty lab hours per week.
Credit: 3 semester hours

CDEC 1417 Child Development Associate Training I

Based on the requirements for the Child Development Associate National Credential (CDA). Three of the 13 functional areas of study include family, program management, and professionalism. Topics on CDA overview, general observation skills, and child growth and development overview. Three lecture hours, four lab hours per week.
Credit: 3 semester hours

CDEC 2304 Child Abuse & Neglect

Methods used in the identification of physical, emotional, and sexual abuse and neglect with an emphasis on developing skills for working with children and families. Includes methods of referral to public and private agencies that deal with investigation and treatment. Three lecture hours.
Credit: 3 semester hours

CDEC 2307 Math and Science for Early Childhood

An exploration of principles, methods, and materials for teaching children math and science concepts and process skills through discovery and play. Two lecture hours, two lab hours per week.
Credit: 3 semester hours

CDEC 2315 Diverse Cultural/Multilingual Education

An overview of multicultural topics and education. Includes relationships with the family and community awareness and sensitivity to diversity, and individual needs of children. Three lecture hours per week.
Credit: 3 semester hours

CDEC 2326 Administration of Programs for Children I

Application of management procedures for early child care education programs. Includes planning, operating, supervising, and evaluating programs. Topics cover philosophy, types of programs, policies, fiscal management, regulations, staffing, evaluation, and communication. Three lecture hours, one lab hour per week.
Credit: 3 semester hours

CDEC 2341 The School Age Child

A study of appropriate programs for the school age child (5 to 13 years), including an overview of development, learning environments, materials, and activities and teaching/guidance techniques. Three lecture hours per week.
Credit: 3 semester hours

CDEC 2366 Practicum (or Field Experience)-Child Care Provider/Assistant

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. One lecture hour, 20 lab hours per week.
Credit: 3 semester hours

CDEC 2422 Child Development Associate Training II

A continuation of the study of the requirements for the Child Development Associate National Credential (CDA). The six functional areas of study include safe, healthy learning environment, self, social and guidance. Three lecture hours, four lab hours per week.
Credit: 3 semester hours

CDEC 2424 Child Development Associate Training III

A continuation of the study for the requirements for the Child Development Associate National Credential (CAN). The four functional areas of study are creative, cognitive, physical, and communication. Three lecture hours, four lab hours per week.
Credit: 3 semester hours

Communication

COMM 1307 Introduction to Mass Communication*

Survey of basic content and structural elements of mass media and their functions and influences on society. Three lecture hours per week.
Credit: 3 semester hours

COMM 1318 Photography I*

Introduction to the basics of photography, including techniques and equipment operation. Three lecture hours per week.
Credit: 3 semester hours

COMM 1335 Introduction to Electronic Media*

An overview of the development, regulation, economics, social impact, and industry practices in electronic media. Three lecture hours per week.
Credit: 3 semester hours

COMM 2300 Media Literacy*

Criticism and analysis of the function, role, and responsibility of the mass media in modern society from the consumer perspective. Includes the ethical problems and issues facing each media format, with the effect of political, economic, and cultural factors on the operation of the media. Three lecture hours per week.
Credit: 3 semester hours

COMM 2302 Principles of Journalism*

This course examines major issues facing the news media in a democratic society and explores journalism's role in shaping public perception and affecting policy. Three lecture hours per week.
Credit: 3 semester hours

COMM 2311 Media Writing*

Fundamentals of writing for the mass media. Includes instruction in professional methods and techniques for gathering, processing, and delivering content. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: ENGL 1301

COMM 2315 News Reporting*

This course focuses on advanced news-gathering and writing skills. It concentrates on the three-part process of producing news stories: discovering the news, reporting the news, and writing the news in different formats. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: COMM 2311

COMM 2332 Radio/Television News*

Preparation and analysis of news styles for the electronic media. Three lecture hours per week.
Credit: 3 semester hours

COMM 2339 Writing for Radio, Television, & Film*

Introduction to basic script formats, terminology, and writing techniques, including the writing of commercials, public service announcements, promotions, news, documentary, and fictional materials. Three lecture hours per week.
Credit: 3 semester hours

Computer Science

COSC 1315 Introduction to Computer Programming*

Introduction to computer programming for solving a variety of problems. This course is intended for non-computer science and non-computer engineering majors. Emphasis on the fundamentals of design, development, testing, implementation, and docmumentation of computer programs. Includes problem solving with structured techniques an alogorithims using pseudo code and/or graphiphical representations. Three lecture hours per week.
Software fee charged.
Credit: 3 semester hours

COSC 1336 Programming Fundamentals I* (3 SCH version)

Introduces the fundamental concepts of structured programming and provides a comprehensive introduction to programming for computer science and technology majors. Topics include software development methodology, data types, control structures, functions, arrays, and the mechanics of running, testing, and debugging. This course assumes computer literacy. This course is included in the Field of Study Curriculum for Computer Science. Three lecture hours per week.
Software fee charged.
Credit: 3 semester hours

COSC 1337 Programming Fundamentals II* (3 SCH version)

This course focuses on the object-oriented programming paradigm, emphasizing the definition and use of classes along with fundamentals of object-oriented design. The course includes basic analysis of algorithms, searching and sorting techniques, and an introduction to software engineering processes. Students will apply techniques for testing and debugging software. (This course is included in the Field of Study Curriculum for Computer Science.) Three lecture hours per week.
Software fee charged.
Credit: 3 semester hours
Prerequisite: COSC 1336 or COSC 1436

COSC 2325 Computer Organization* (3 SCH version)

The organization of computer systems is introduced using assembly language. Topics include basic concepts of computer architecture and organization, memory hierarchy, data types, computer arithmetic, control structures, interrupt handling, instruction sets, performance metrics, and the mechanics of testing and debugging computer systems. Embedded systems and device interfacing are introduced. Three lecture hours per week.
This course is included in the Field of Study Curriculum for Computer Science.
Software fee charged.
Credit: 3 semester hours

Prerequisites: COSC 1336 or COSC 1436

COSC 2336 Programming Fundamentals III* (3 SCH version)

Further applications of programming techniques, introducing the fundamental concepts of data structures and algorithms. Topics include data structures (including stacks, queues, linked lists, hash tables, trees, and graphs), searching, sorting, recursion, and algorithmic analysis. Programs will be implemented in an appropriate object oriented language. (This course is included in the Field of Study Curriculum for Computer Science.) Three lecture hours per week.
Software fee charged.
Credit: 3 semester hours
Prerequisite: COSC 1337 or COSC 1437

Cosmetology

BARB 1404 Introduction to Barbering Styling

The Introduction to Barber Styling is designed to provide technical and practical instruction covering all practices constituting the art of barbering, the practice of safety and sanitation in the Barbershop. The educational goal of the barbering course of study is to prepare students for the state licensing examination and for profitable employment as class A barbers. Students who successfully complete the entire curriculum are qualified to sit for the examination given by the Texas Department of Licensing and Regulation. Two lecture hours and six lab hours per week.
Pre-requisites: Cosmetology License
Credit: 4 semester hours

BARB 1402 Barber Styling I

Continued development in haircutting techniques and implementation of basic styling. Introduction to chemical reformation. Two lecture hours and six lab hours per week.
Pre-requisites: Cosmetology License, Barber Class A first semester courses, or approval by Cosmetology Director
Credit: 4 semester hours

BARB 1442 Barber Styling II

Instruction in haircutting techniques with emphasis on intermediate hands-on application of skills. Two lecture hours and six lab hours per week.
Pre-requisites: Cosmetology License, Barber Class A first semester courses, or approval by Cosmetology Director
Credit: 4 semester hours

BARB 2402 Barber Styling III

Continued skill development in haircutting and styling. Emphasizes advanced techniques in chemical procedures. Introduction to hairpieces and facials. Two lecture hours and six lab hours per week.
Pre-requisites: Cosmetology License, Barber Class A first semester courses, or approval by Cosmetology Director
Credit: 4 semester hours

BARB 2431 Advanced Barbering Styling I

Advanced skills in all areas of haircutting, shaving, skincare, hairstyling, and beard shaping. Introduction to chemical texture services and hair coloring. Intermediate application of haircoloring, highlighting, and chemical texture services. Introduction to chemical relaxers. Two lecture hours and six lab hours per week.
Preparation for state licensing exam
Pre-requisites: Cosmetology License, Barber Class A first semester courses, or approval by Cosmetology Director
Credit: 4 semester hours

BARB 2432 Barber Law & Shop Management

Introduction to Texas barber law and business management. Two lecture hours and six lab hours.
Pre-requisites: Cosmetology License, Barber Class A first semester courses, or approval by Cosmetology Director
Credit: 4 semester hours

BARB 2441 Advanced Barbering Styling II

Continuation of Advanced Barber Styling I with further refinement of all skill and theory for licensure. Two lecture hours and six lab hours per week.
Pre-requisites: Cosmetology License, Barber Class A first semester courses, or approval by Cosmetology Director
Credit: 4 semester hours

BARB 2444 Barber Law & Shop Management II

Continuation of barber law and shop management. Includes advanced business management and preparation for the State Board Examination for a barber license. Two lecture hours and six lab hours per week.
Pre-requisites: Cosmetology License, Barber Class A first semester courses, or approval by Cosmetology Director
Credit: 4 semester hours

CSME 1310 Introduction to Haircutting & Related Theory

Introduction to the theory and practice of hair cutting. Topics include terminology, implements, sectioning and finishing techniques. One lecture hour, eight lab hours per week.
Credit: 3 semester hours

CSME 1354 Artistry of Hair Design I

Introduction to hair design. Topics include the theory and applications of wet styling, thermal hair styling, and finishing techniques. One lecture hour, seven lab hours per week.
Credit: 4 semester hours

CSME 1401 Orientation to Cosmetology

An overview of the skills and knowledge necessary for the field of Cosmetology. Two lecture hours, eight lab hours per week.
Credit: 4 semester hours

CSME 1405 Fundamentals of Cosmetology

A course in the basic fundamentals of cosmetology. Topics include service preparation, manicure, facial, chemical services, shampoo, haircut, wet styling, and comb out. Two lecture hours, eight lab hours per week.
Credit: 4 semester hours

CSME 1430 Orientation to Nail Technology

An overview of the fundamental skills and knowledge necessary for the field of nail technology. Two lecture hours, 6 lab hours per week.
Credit: 4 semester hours

CSME 1434 Cosmetology Instructor I

The fundamentals of instructing cosmetology students. Two lecture hours, seven lab hours per week.
Credit: 4 semester hours
Prerequisite: Current Texas License

CSME 1435 Orientation to the Instruction of Cosmetology

An overview of the skills and knowledge necessary for the instruction of cosmetology students. Two lecture hours, six lab hours per week.
Credit: 4 semester hours

CSME 1441 Principles of Nail technology II

Advanced theory and practice of nail technology and enhancements. Topics include application and art of nail technology. Two lecture hours, eight lab hours per week.
Credit: 4 semester hours

CSME 1443 Manicuring & Related Theory

Presentation of the theory and practice of nail technology. Topics include terminology, application, and workplace competencies related to nail technology. Two lecture hours, eight lab hours per week.
Credit: 4 semester hours

CSME 1447 Principles of Skin Care/Facials

In-depth coverage of the theory and practice of skin care, facials, and cosmetics. One lecture hour, eight lab hours per week.
Credit: 4 semester hours

CSME 1451 Artistry of Hair Theory and Practice

Instruction in the artistry of hair design. Topics include theory, techniques and application of hair design. Two lecture hours, seven lab hours per week.
Credit: 4 semester hours

CSME 1453 Chemical Reformation & Theory

Presentation of the theory and practice of chemical reformation. Topics include terminology application and work place competencies related to chemical reformation. Two lecture hours, seven lab hours per week.
Credit: 4 semester hours

CSME 1531 Principles of Nail Technology I

A course in the principles of nail technology. Topics include anatomy, physiology, theory, and skills related to nail technology. Three lecture hours, 6 lab hours per week.
Credit: 5 semester hours

CSME 2237 Advanced Cosmetology Techniques

Mastery of advanced cosmetology techniques including hair designs, professional cosmetology services, and workplace competencies. One lecture hour, eight lab hours per week.
Credit: 2 semester hours

CSME 2244 Preparation for State Written Examination

Presentation and practice of the theory, techniques, and application relating to the curriculum for the completion of the State Licensing Written Exam. One Lecture hours and three lab hours per week.
Credit: 2 semester hours.

CSME 2245 Preparation for State Practical Examination

Presentation and practice of the theory, techniques, and application relating to the curriculum for the completion of the State Licensing Practical Exam. One lecture hour and three lab hours per week.
Credit: 2 semester hours

CSME 2342 Cosmetology Small Business Management

Professional training and theory in business ethics, goals, salon operation and record keeping. Four lecture hours and three lab hours per week.
Credit: 3 semester hours

CSME 2343 Cosmetology Small Business Management

Professional training and theory in business ethics, goals, salon operation and record keeping. Four lecture hours and three lab hours per week.

CSME 2401 Principles of Hair Coloring and Related Theory

Presentation of the theory practice, and chemistry of hair color. Topics include terminology, application, and workplace competencies. Two lecture hours, seven lab hours per week.
Credit: 4 semester hours

CSME 2414 Cosmetology Instructor II

A continuation of the fundamentals of instructing cosmetology students. Two lecture hours, six lab hours per week.
Credit: 4 semester hours

CSME 2443 Salon Development

Procedures necessary for salon development. Topics include professional ethics and goal setting, salon operation, and record keeping. Three lecture hours, three lab hours per week.
Credit: 3 semester hours

CSME 2444 Cosmetology Instructor IV

Advanced concepts of instruction in a cosmetology program. Topics include demonstration, development, and implementation of advanced evaluation and assessment techniques. Two lecture hours, six lab hours per week.
Credit: 4 semester hours

CSME 2445 Instructional Theory and Clinic Operation

An overview of the objectives required by the Texas Department of Licensing and Regulation Instructor Examination. Two lecture hours, six lab hours per week.
Credit: 4 semester hours

CSME 2449 Cosmetology Instructor III

Presentation of lesson plan assignments and evaluation techniques. Two lecture hours, six lab hours per week.
Credit: 4 semester hours

CSME 2530 Nail Enhancement

Demonstrate product knowledge; apply nail enhancements; and practice competencies as related to the state licensing examination. Three lecture hours, 6 lab hours per week.
Credit: 5 semester hours

CSME 2541 Preparation for the State Licensing Examination

Preparation for the state licensing examination. Theory, techniques, and application relating to the curriculum for the completion of the T.C.C. written and practical exam. Three lecture hours, five lab hours per week.
Credit: 5 semester hours

Criminal Justice

CJCR 1304 Probation and Parole

A survey of the structure, organization, and operation of probation and parole services. Emphasis on applicable state statutes and administrative guidelines. Three lecture hours per week.
Credit: 3 semester hours

CJCR 1307/ CRIJ 2313* Correctional Systems & Practices

Corrections in the criminal justice system; organization of correctional systems; correctional role; institutional operations; alternatives to institutionalization. Treatment and rehabilitation; current and future issues. Three lecture hours per week.
Credit: 3 semester hours

CJCR 2324/ CRIJ 2301* Community Resources in Corrections

An introductory study of the role of the community in corrections; community programs for adults and juveniles; administration of community programs; legal issues; future trends in community treatment. Three lecture hours per week.
Credit: 3 semester hours

CJLE 1111 Basic Firearm Training

Instruction on firearm safety, cleaning, and care techniques, proper shooting principles, and proficiency with a handgun and shotgun. One lecture hour per week.
Credit: 1 semester hour

CJLE 1249 Intermediate Arrest, Search and Seizure

Probable cause; detention and arrest; exceptions to search warrant requirements; principles of preparing valid search warrants; pretrial suppression hearings; and civil liability for improper arrests, searches, and seizures. Three lecture hours per week.
Credit: 3 semester hours

CJLE 1333 Traffic Law and Investigations

Instruction in the basic principles of traffic control, traffic law enforcement, court procedures and traffic law Emphasis on the need for a professional approach in dealing with traffic law violators and the police role in accident investigation and traffic supervision. Three lecture hours per week.
Credit: 3 semester hours

CJLE 1345 Intermediate Crime Scene Investigation

Topics include objectives, preparations, procedures, and methods of crime scene search; value of crime scene sketches and their relationship to crime scene photographs; fingerprints as physical evidence, fingerprint identification and classification, types of impressions and techniques for locating and developing impressions. Three lecture hours per week.
Credit: 3 semester hours

CJLE 2345 Vice and Narcotics Investigation

Classifications of commonly used narcotics, dangerous drugs, gambling, sex crimes, fraud, gangs, and investigative techniques. Includes proper interdiction procedures and techniques. Three lecture hours per week.
Credit: 3 semester hours

CJSA 1312/ CRIJ 1307* Crime in America

American crime problems in historical perspective; social and public factors affecting crime; impact and crime trends; social characteristics of specific crimes; prevention of crimes. Three lecture hours per week.
Credit: 3 semester hours

CJSA 1313/ CRIJ 1306* Court Systems and Practices

The judiciary in the criminal justice system; structure of American court system; prosecution; right to counsel; pre-trial release; grand juries; adjudication process. Types and rules of evidence and sentencing. Three lecture hours per week.
Credit: 3 semester hours

CJSA 1317/ CRIJ 1313* Juvenile Justice System

A study of the juvenile justice process to include specialized juvenile law, role of the juvenile law, role of the juvenile courts, role of police agencies, role of correctional agencies, and theories concerning delinquency. Three lecture hours per week.
Credit: 3 semester hours

CJSA 1322/ CRIJ 1301* Introduction to Criminal Justice

History and philosophy of criminal justice and ethical considerations; crime defined; its nature and impact; overview of criminal justice system; law enforcement court system; prosecution and defense. Trial process; corrections. Three lecture hours per week.
Credit: 3 semester hours

CJSA 1325 Criminology

Current theories and empirical research pertaining to crime and criminal behavior and its causes, methods of prevention, systems of punishment and rehabilitation. Three lecture hours per week.
Credit: 3 semester hours

CJSA 1327 /CRIJ 1310* Fundamentals of Criminal Law

A study of the nature of criminal law; philosophical and historical development; major definitions and concepts; classification of crime; elements of crimes and penalties, using Texas statutes as illustrations; criminal responsibility. Three lecture hours per week.
Credit: 3 semester hours

CJSA 1342/ CRIJ 2314* Criminal Investigation

Investigative theory; collection and preservation of evidence; sources of information; interview and interrogation; uses of forensic sciences; case and trial preparation. Three lecture hours per week.
Credit: 3 semester hours

CJSA 1347 Police Organization and Administration

Study of the principles of organizational structure and administration. Topics include theories of management, motivation, and leadership, Focus on a quality approach toward police community interaction. Three lecture hours per week.
Credit: 3 semester hours

CJSA 1348 Ethics in Criminal Justice

Ethical philosophies and issues pertaining to the various professions in the criminal justice system. Includes ethical issues emanating from constitutional conflict with public protection and individual rights, civil liberties and correctional policies. Three lecture hours per week.
Credit: 3 semester hours

CJSA 1359/ CRIJ 2328* Police Systems & Practices

The police profession; organization of law enforcement systems. The police role; police discretion; ethics; police-community interaction; current and future issues. Three lecture hours per week.
Credit: 3 semester hours

CJSA 1393 Special Topics in Criminal Justice

Topics address recently identified current events, skills, knowledge and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency. Topics may include but are not limited to Spanish for Law Enforcement and Forensic Psychology. Three lecture hours per week.
Credit: 3 semester hours

CJSA 2300 /CRIJ 2323* Legal Aspects of Law Enforcement

Police authority; responsibilities; constitutional constraints; laws of arrest, search and seizure; police liability. Three lecture hours per week.
Credit: 3 semester hours

CJSA 2331 Child Abuse, Prevention and Investigation

Forms of child abuse and neglect and the traits of typical abusers. Includes strategies to investigate abuse, interview victims and witnesses, document evidence in accordance with state law and conduct case studies. Three lecture hours per week.
Credit: 3 semester hours

CJSA 2334 Contemporary Issues in Criminal Justice

A series of lectures and class participation exercises presenting selected topics currently confronting criminal justice personnel and the public they serve. Three lecture hours per week.
Credit: 3 semester hours

CJSA 2335 First Line Police Supervision

Development of supervision techniques and practices for the first-line supervisor and development of desirable traits of a supervisor with emphasis on individual and group leadership. Special emphasis on the balance between the individual and the organization. Three lecture hours per week.
Credit: 3 semester hours

CJSA 2388 Internship-Criminal Justice/Safety Studies

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the College and the employer. Zero lecture hours, zero lab hours, ten external hours per week.
Credit: 3 semester hours

Dance

See Kinesiology for a complete listing of courses.

Developmental Education

DESS 0101 Student Success

Psychology of learning and success. Examines factors that underlie learning, success, and personal development in higher education. Topics covered include information processing, memory, strategic learning, self-regulation, goal setting, motivation, educational and career planning, and learning styles. Techniques of study such as time management, listening and note taking, text marking, library and research skills, preparing for examinations, and utilizing learning resources are covered. Includes courses in college orientation and developments of students' academic skills that apply to all disciplines. One lecture hour per week.
Credit: 1 semester hours

Developmental English

DERW 0302 Developmental Integrated Reading and Writing

Integration of critical reading and academic writing skills. Will not count toward a degree. Three lecture hours per week.
Credit: 3 semester hours

DERW 0303 Developmental Integrated Reading and Writing

Integration of critical reading and academic writing skills. Successful completion of this course fulfills TSI requirements for reading and/or writing. Will not count toward a degree. Three lecture hours per week.
Credit: 3 semester hours

DESL 0301 Developmental ESL Oral Communication

Develops listening and speaking skills in speakers of languages other than English and prepares them to function in educational, vocational and/or personal English-speaking contexts. Will not count toward a degree. Three lecture hours per week.
Credit: 3 semester hours

DENG 0311 Developmental Composition for Non-Native Speakers

Principles and techniques of composition and reading. Open only to non-native speakers. Will not count toward a degree. Does not necessarily result in transferable credit. Three lecture hours per week.
Credit: 3 semester hours

Developmental Mathematics

DMAT 0313 Basic Developmental STEM Algebra

This course is intended for STEM majors only with a TSI score below the requirements for placement into the College Algebra co-requisite (DMAT 0314 + MATH 1314). Topics include order of operations, solving and graphing linear equations, operations with polynomials, algebraic expressions, factoring, exponents, radicals, rational expressions, and rational exponents. The course is designed for students who are not well grounded in the fundamentals of high school algebra and to prepare them for College Algebra. This is a nontransferable course and will not count towards any degree. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: Test placement and a verified STEM major.

DMAT 0314 Co-requisite for College Algebra

A support course for MATH 1314; includes supplemental instruction, supervision of assignments for MATH 1314, and various instructional interventions as needed. Students taking this course must also be registered for MATH 1314 during the same term. This is a nontransferable course and will not count towards any degree. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: Test placement

DMAT 0324 Co-requisite for Mathematics for Business and Social Sciences

A support course for MATH 1324; includes supplemental instruction, supervision of assignments for MATH 1324, and various instructional interventions as needed. Students taking this course must also be registered for MATH 1324 during the same term. This a nontransferable course and will not count towards any degree. Three lecture hours per weeks.
Credit: 3 semeseter hours
Prerequisite: Test placement

DMAT 0332 Co-requisite for Contemporary Mathematics

A support course for MATH 1332; includes supplemental instruction, supervision of assignments for MATH 1332, and various instructional interventions as needed. Students taking this course must also be registered for MATH 1332 during the same term. This is a nontransferable course and will not count towards any degree. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: Test placement

DMAT 0342 Co-requisite for Elementary Statistics

A support course for MATH 1342; includes supplemental instruction, supervision of assignments for MATH 1342, and various instructional interventions as needed. Students taking this course must also be registered for MATH 1342 during the same term. This is a nontransferable course and will not count towards any degree. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: Test placement

Diesel

DEMR 1401 Shop Safety and Procedures

A study of shop safety, rules, basic shop tools, and test equipment. Two lecture hours and 4 lab hours per week.
Credit: 4 semester hours.

DEMR 1405 Basic Electrical Systems

Basic principles of electrical systems of diesel powered equipment with emphasis on starters, alternators, and batteries. Two lecture hours and 4 lab hours per week.
Credit: 4 semester hours.

DEMR 1410 Diesel Engine Testing and Repair I

An introduction to testing and repairing diesel engines including related systems and specialized tools. Two lecture hours and 4 lab hours per week.
Credit: 4 semester hours.

DEMR 1413 Fuel Systems

Overview of diesel fuel systems and related components. Two lecture hours and 4 lab hours per week.
Credit: 4 semester hours.

DEMR 2438 Advanced Power Applications I

Advanced power train applications with emphasis on testing and evaluation of components. Two lecture hours and 4 lab hours per week.
Credit: 4 semester hours.

DEMR 2439 Advanced Electrical Systems

A continuation of basic electrical systems to include various accessories and electronic systems. Emphasis on diagnosis, testing, and repair using the various tools and procedures for current electrical and electronic systems. Two lecture hours and 4 lab hours per week.
Credit: 4 semester hours.

Drama

DRAM 1120 Theater Practicum I*

Practicum in theater open to all students with an emphasis on technique and procedures with experience gained in play productions. Three lab hours.
Credit: 1 semester hour
Prerequisite: Theater scholarship or permission of the instructor

DRAM 1121 Theater Practicum II*

Practicum in theater open to all students with an emphasis on technique and procedures with experience gained in play productions. Three lab hours.
Credit: 1 semester hour
Prerequisite: Theater scholarship or permission of the instructor

DRAM 1310 Theater Appreciation*

Survey of all phases of theater including its history, dramatic works, stage techniques, production procedures, and relation to other art forms. Participation in productions may be required. Three lecture hours.
Credit: 3 semester hours

DRAM 1330 Stagecraft I*

Study and application of the methods and components of theatrical production that may include one or more of the following: theater facilities, scenery construction and painting, properties, lighting, costume, makeup, sound, and theatrical management. Three lecture hours, three lab hours per week.
Credit: 3 semester hours

DRAM 1341 Stage Makeup*

Design and execution of makeup for the stage performer. Includes discussion of makeup principles and practical experience of makeup application. Three lecture hours, three lab hours per week.
Credit: 3 semester hours

DRAM 1351 Acting I*

An introduction to the fundamental principles and tools of acting as used in auditions, rehearsals, and performances. This may include ensemble performing, character and script analysis, and basic theater terminology. This exploration will emphasize the development of the actor's instrument: voice, body and imagination. Three lecture hours, three lab hours per week.
Credit: 3 semester hours

DRAM 1352 Acting II*

Exploration and further training within the basic principles and tools of acting, including an emphasis on critical analysis of oneself and others. The tools include ensemble performing, character and script analysis, and basic theater terminology. This will continue the exploration of the development of the actor's instrument: voice, body and imagination. Three lecture hours, three lab hours per week.
Credit: 3 semester hours
Prerequisite: DRAM 1351

DRAM 2120 Theater Practicum III*

Practicum in theater open to all students with emphasis on technique and procedures with experience gained in play productions. Six lab hours per week.
Credit: 1 semester hour
Prerequisite: Theater scholarship or permission of the instructor

DRAM 2121 Theater Practicum IV*

Practicum in theater open to all students with emphasis on technique and procedures with experience gained in play productions. Six lab hours per week.
Credit: 1 semester hours
Prerequisite: Theater scholarship or permission of the instructor

DRAM 2331 Stagecraft II*

Continued study and application of methods and components of theatrical production that may include one or more of the following: theater facilities, scenery construction and painting, properties, lighting, costume, makeup, sound and theatrical management. Three lecture hours, three lab hours per week.
Credit: 3 semester hours
Prerequisite: DRAM 1330

DRAM 2335 Theater Design*

Survey of principles and practices of theater design and its elements. The fundamentals of art and their application to major areas of theatrical design. Three lecture hours per week.
Credit: 3 semester hours

DRAM 2355 Script Analysis*

Examination of the foundational skills for understaning the structure and content of play scripts for interpretation and conceptualization in theater productions by directors, designers, actors, and technicians. Introduces students to significant plays in the history of dramatic literature in the playwright's social and cultural context. Three lecture hours per week.
Credit: 3 semester hours

DRAM 2336 Voice for the Actor*

Principles, practices, and exercises in awareness, relaxation, freedom, flexibility, and expressiveness in the actor's vocal instrument.
Credit: 3 semester hours

DRAM 2366 Film Appreciation*

Survey and analyze cinema including history, film techniques, production procedures, selected motion pictures, and cinema's impact on and reflection of society. Three lecture hours per week.
Credit: 3 semester hours

Economics

ECON 1301 Introduction to Economics*

A survey of microeconomic and macroeconomic principles for non-business majors. Microeconomic topics will include supply and demand, consumer behavior, price and output decisions by firms under various market structures, factor markets, market failures, international trade, and exchange rates. Macroeconomic topics will include national income, unemployment, inflation, business cycles, aggregate supply and demand, monetary and fiscal policy, and economic growth. (This course is designed for non-business, economics, or finance majors and will not replace ECON 2301 or ECON 2302. Three lecture hours per week
Credit: 3 semester hours

ECON 2301 Principles of Macroeconomics*

An analysis of the economy as a whole including measurement and determination of Aggregate Demand and Aggregate Supply, national income, inflation, and unemployment. Other topics include international trade, economic growth, business cycles, and fiscal policy and monetary policy. Three lecture hours per week.
Credit: 3 semester hours

ECON 2302 Principles of Microeconomics*

Analysis of the behavior of individual economic agents, including consumer behavior and demand, producer behavior and supply, price and output decisions by firms under various market structures, factor markets, market failures, and international trade. Three lecture hours per week.
Credit: 3 semester hours

Education

EDUC 1100 Learning Framework*

A study of the: research and theory in the psychology of learning, cognition, and motivation; factors that impact learning, and application of learning strategies. Theoretical models of strategic learning, cognition, and motivation serve as the conceptual basis for the introduction of college-level student academic strategies. Students use assessment instruments (e.g., learning inventories) to help them identify their own strengths and weaknesses as strategic learners. Students are ultimately expected to integrate and apply the learning skills discussed across their own academic programs and become effective and efficient learners. Students developing these skills should be able to continually draw from the theoretical models they have learned. One lecture hour per week

Credit: 1 semester hour

EDUC 1300 Learning Framework*

A study of the: research and theory in the psychology of learning, cognition, and motivation; factors that impact learning, and application of learning strategies. Theoretical models of strategic learning, cognition, and motivation serve as the conceptual basis for the introduction of college-level student academic strategies. Students use assessment instruments (e.g., learning inventories) to help them identify their own strengths and weaknesses as strategic learners. Students are ultimately expected to integrate and apply the learning skills discussed across their own academic programs and become effective and efficient learners. Students developing these skills should be able to continually draw from the theoretical models they have learned. Three lecture hours per week.

Credit: 3 semester hours

EDUC 1301 Introduction to the Teaching Profession*

An enriched, integrated pre-service course and content experience that provides active recruitment and institutional support of students interested in a teaching career, especially in high need fields. The course provides students with opportunities to participate in early field observations at all levels of P-12 schools with varied and diverse student populations and provides students with support from college and school faculty, preferably in small cohort groups, for the purpose of introduction to and analysis of the culture of schooling and classrooms. Course content should be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards; and the course must include a minimum of 16 contact hours of field experience in P-12 classrooms. Three lecture hours; one lab hour per week

Credit: 3 semester hours

Prerequisites: Sophomore standing; Pass TSI; GPA 2.75

EDUC 2301 Introduction to Special Populations*

An enriched, integrated pre-service course and content experience that provides an overview of schooling and classrooms from the perspectives of language, gender, socioeconomic status, ethnic and academic diversity, and equity with an emphasis on factors that facilitate learning. The course provides students with opportunities to participate in early field observations of P- 12 special populations and should be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards. Must include a minimum of 16 contact hours of field experience in P-12 classrooms with special populations. Three lecture hours; one lab hour per week.
Credit: 3 semester hours
Prerequisite: EDUC 1301

Engineering

ENGR 1201 Introduction to Engineering*

An introduction to the engineering profession with emphasis on technical communication and team-based engineering design. Two lecture hours; two lab hours per week.
Lab project material fee charged.
Credit: Two semester hours
Pre-requisite: Math 1314 College Algebra or equivalent

ENGR 1304 Engineering Graphics I*

Introduction to computer-aided drafting using CAD software and sketching to generate two and three-dimensional drawings based on the conventions of engineering graphical communication; topics include spatial relationships, multi-view projections and sectioning, dimensioning, graphical presentation of the data, and fundamental of computer graphics. Three lecture hours and three lab hours per week.
Credit: Three semester hours
Pre-requisite: MATH 1314 or 1414 College Algebra or equivalent academic preparation

ENGR 2301 Engineering Mechanics – Statics*

Basic theory of engineering mechanics, using calculus, involving the description of forces, moments, and couples acting on stationary engineering structures; equilibrium in two and three dimensions; free-body diagrams; friction; centroids; centers of gravity; and moments of inertia. Three lecture hours per week.
Credit: Three semester hours
Pre-requisite: PHYS 2425 University Physics I
Pre/Co-requisite: MATH Calculus II

ENGR 2302 Engineering Mechanics – Dynamics*

Basic theory of engineering mechanics, using calculus, involving the motion of particles, rigid bodies, and systems of particles; Newton's Laws; work and energy relationships; principles of impulse and momentum; application of kinetics and kinematics to the solution of engineering problems. Three lecture hours per week.
Credit: Three semester hours
Pre-requisite: ENGR 2301 Engineering Mechanics – Statics

ENGR 2308 Engineering Economics*

Methods used for determining the comparative financial desirability of engineering alternatives. Provides the student with the basic tools required to analyze engineering alternatives in terms of their worth and cost, an essential element of engineering practice. The student is introduced to the concept of the time value of money and the methodology of basic engineering economy techniques. The course will address some aspects of sustainability and will provide the student with the background to enable them to pass the Engineering Economy portion of the Fundamentals of Engineering exam. Three lecture hours per week.
Credit: Three semester hours
Pre-requisite: MATH 2413 Calculus I (4 SCH version)

English

ENGL 1301 Composition I*

Intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individual and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: Must be college-ready in reading and writing.

ENGL 1302 Composition II*

Intensive study of and practice in the strategies and techniques for developing research-based expository and persuasive texts. Emphasis on effective and ethical rhetorical inquiry, including primary and secondary research methods; critical reading of verbal, visual, and multimedia texts; systematic evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions. Three lecture hours per week.
Prerequisite: ENGL 1301

ENGL 2307 Creative Writing I*

Practical experience in the techniques of imaginative writing. May include fiction, nonfiction, poetry, or drama. Three lecture hours per week.
Credit: 3 semester hours

ENGL 2311 Technical & Business Writing*

Intensive study of and practice in professional settings. Focus on the types of documents necessary to make decisions and take action on the job, such as proposals, reports, instructions, policies and procedures, e-mail messages, letters, and descriptions of products and services. Practice individual and collaborative processes involved in the creation of ethical and efficient documents. Three lecture hours per week.
Prerequisite: Must be college-ready in reading & writing

ENGL 2321 British Literature (single-semester course)*

A survey of the development of British literature from the Anglo-Saxon period to the present. Students will study works of prose, poetry, drams, and fiction in relation to their historical, linguistic, and cultural contexts. Texts will be selected from a diverse group of authors and traditions. Three lecture hours per week.
Prerequisites: ENGL 1301, ENGL 1302
"To avoid duplicate credit, students who take ENG 2321 should not take ENG 2322 or 2323."

ENGL 2322 British Literature I*

A survey of the development of British literature from the Anglo-Saxon period to the Eighteenth Century. Students will study works of prose, poetry, drama, and fiction in relation to their historical, linguistic, and cultural contexts. Texts will be selected from a diverse group of authors and traditions. Three lecture hours per week.
Prerequisites: ENGL 1301, ENGL 1302

ENGL 2323 British Literature II*

A survey of the development of British literature from the Romantic period to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions. Three lecture hours per week.
Prerequisites: ENGL 1301, ENGL 1302

ENGL 2326 American Literature (single-semester course)*

A survey of American literature from the period of exploration and settlement to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from amount a diverse group of authors for what they reflect and reveal about the evolving American experience and character. Three lecture hours per week.
Prerequisites: ENGL 1301, ENGL 1302
"To avoid duplicate credit, students who take ENG 2326 should not take ENG 2327 or 2328."

ENGL 2327 American Literature I*

A survey of American literature from the period of exploration and settlement through the Civil War. Students will study works of prose, poetry, drama and fiction in relation to their historical and cultural contexts. Texts will be selected from among a diverse group of authors for what they reflect and reveal about the evolving American experience and character. Three lecture hours per week.
Prerequisites: ENGL 1301, ENGL 1302

ENGL 2328 American Literature II*

A survey of American literature from the civil war to the present. Students will study works of prose, poetry, drama and fiction in relation to their historical and cultural contexts. Texts will be selected from among a diverse group of authors for what they reflect and reveal about the evolving American experience and character. Three lecture hours per week.
Prerequisites: ENGL 1301, ENGL 1302

ENGL 2331 World Literature (single-semester course)*

A survey of world literature from the ancient world to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions. Three lecture hours per week.
Prerequisites: ENGL 1301, ENGL 1302
"To avoid duplicate credit, students who take ENG 2331 should not take ENG 2332 or 2333."

ENGL 2332 World Literature I*

A survey of world literature from the ancient world through the sixteenth century. Students will study works of prose, poetry, drama, and fiction in relationship to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions. Three lecture hours per week.
Prerequisites: ENGL 1301, ENGL 1302

ENGL 2333 World Literature II*

A survey of world literature from the seventeenth century to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions. Three lecture hours per week.
Prerequisites: ENGL 1301, ENGL 1302

ENGL 2341 Forms of Literature (single-semester course)*

The study of one or more literary genres including, but not limited to, poetry, fiction, drama, and film. Three lecture hours per week.
Prerequisites: ENGL 1301, ENGL 1302

ENGL 2342 Forms of Literature I*

The study of one or more literary genres, including but not limited to poetry, fiction, drama, and film. For repeatability purposes, students who take ENGL 2342 should not also take ENGL 2341. Three lecture hours per week. Three lecture hours per week.
Credit: 3 semester hours
Prerequisites: ENGL 1301, ENGL 1302

ENGL 2389 Academic Cooperative*

An instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of English language and literature. Three lecture hours per week.
Credit: 3 semester hours
Prerequisites: ENGL 1301, ENGL 1302

Environmental Science

ENVR 1401 Environmental Science I*

A survey of the forces, including humans, that shape our physical and biological environment, and how they affect life on Earth. Introduction to the science and policy of global and regional environmental issues, including pollution, climate change, and sustainability of land, water, and energy resources. Three lecture hours, three lab hours per week.
Credit: 4 semester hours

ENVR 1402 Environmental Science II*

General interest course requiring a minimum of previous science background and relating scientific knowledge to problems involving energy and the environment. Three lecture hours, three lab hours per week.
Credit: 4 semester hours

Fire Science

FIRS 1301 Firefighter Certification I

One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification II, III, IV, V, VI, and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. Two lecture hours, two lab hours per week.
Credit: 3 semester hours

FIRS 1313 Firefighter Certification III

One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification I, II, IV, V, VI, and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. Three lecture hours, two lab hours per week.
Credit: 3 semester credit hours

FIRS 1319 Firefighter Certification IV

One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification I, II, III, V, VI, and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. Two lecture hours, two lab hours per week.
Credit: 3 semester credit hours

FIRS 1323 Firefighter Certification V

One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification I, II, III, IV, VI, and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. Two lecture hours, two lab hours per week.
Credit: 3 semester credit hours

FIRS 1329 Firefighter Certification VI

One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification I, II, III, IV, V, and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. Two lecture hours, two lab hours per week.
Credit: 3 semester hours

FIRS 1407 Firefighter Certification II

One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification I, III, IV, V, VI, and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. Three lecture hours, two lab hours per week.
Credit: 4 semester credit hours

FIRS 1433 Firefighter Certification VII

One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification I, II, III, IV, V, and VI to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. Three lecture hours, two lab hours per week.
Credit: 4 semester hours

EMSP 2237 Emergency Procedures

Instruction in a laboratory environment concentrating on practical medical skills and critical thinking abilities. Topics include a variety of skills appropriate to the student's training level. Required verifications of specific skills may be included. Two lecture hours, one lab hour per week.
Credit: 2 semester hours

EMSP 1501 Emergency Medical Technician – Basic

Preparation for certification as an Emergency Medical Technician (EMT) - Basic. Includes all the skills necessary to provide emergency medical care at a basic life support level with an emergency service or other specialized services. Three lecture hours, eight lab hours per week.
Credit: 5 semester hours

EMSP 1261 Clinical – Emergency Medical – Technology/Technician

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Seven clinical hours per week.
Credit: 2 semester credit hours

Fire Technology

FIRS 2344 Driver/Operator-Pumper

Meets curriculum requirements of the Texas Commission on Fire Protection (TCFP) for Driver/Operator-Pumper. Three lecture hours, one lab hour per week.
Credit: 3 semester hours

FIRT 1303 Fire and Arson Investigator I

Basic fire and arson investigation practices. Emphasis on fire behavior principles related to fire cause and origin determination. Three lecture hours per week.
Credit: 3 semester hours

FIRT 1307 Fire Prevention Codes and Inspection

Local building and fire prevention codes. Fire prevention inspections, practices, and procedures. Three lecture hours per week.
Credit: 3 semester hours

FIRT 1309 Fire Administration I

Introduction to the organization and management of a fire department and the relationship of government agencies to the fire service. Emphasis on fire service leadership from the perspective of the company officer. Three lecture hours per week.
Credit: 3 semester hours

FIRT 1315 Hazardous Materials I

The chemical characteristics and behavior of various materials. Storage, transportation, handling hazardous emergency situations, and the most effective methods of hazard mitigation. Three lecture hours per week.
Credit: 3 semester hours

FIRT 1319 Firefighter Health and Safety

Firefighter occupational safety and health in emergency and non-emergency situations. Three lecture hours per week.
Credit: 3 semester hours

FIRT 1327 Building Construction in the Fire Service

Components of building construction that relate to life safety. Includes relationship of construction elements and building design impacting fire spread in structures. Three lecture hours per week.
Credit: 3 semester hours

FIRT 1329 Building Codes and Construction

Examination of building codes and requirements, construction types, and building materials. Includes walls, floorings, foundations, and various roof types and the associated dangers of each. Three lecture hours per week.
Credit: 3 semester hours

FIRT 1333 Fire Chemistry I

Chemical nature and properties of inorganic compounds as related to the fire service. Fundamental laws of chemistry, states of matter, gas laws, chemical bonding, and thermodynamics. Three lecture hours per week.
Credit: 3 semester hours

FIRT 1338 Fire Protection Systems

Design and operation of fire detection and alarm systems, heat and smoke control systems, special protection and sprinkler systems, water supply for fire protection, and portable fire extinguishers. Three lecture hours per week.
Credit: 3 semester hours

FIRT 1342 Fire Officer I

Requirements for Fire Officer I certification as established by the Texas Commission on Fire Protection. Three lecture hours per week.
Credit: 3 semester hours

FIRT 1343 Fire Officer II

Requirements for Fire Officer II certification as established by the Texas Commission on Fire Protection. Three lecture hours per week.
Credit: 3 semester hours

FIRT 1349 Fire Administration II

In-depth study of fire service management as pertaining to budgetary requirements, administration, organization of divisions within the fire service, and relationships between the fire service and outside agencies. Three lecture hours per week.
Credit: 3 semester hours

FIRT 1353 Legal Aspects of Fire Protection

Study of the rights, duties, liability concerns, and responsibilities of public fire protection agencies while performing assigned duties. Three lecture hours per week.
Credit: 3 semester hours

FIRT 1408 Fire Inspector I

Fire inspection including rules, codes, and field inspection practices to meet certification requirements of the Texas Commission on Fire Protection. Two lecture hours per week, four laboratory hours per week.
Credit: 3 semester hours

FIRT 2305 Fire Instructor I

Preparation of fire and emergency services personnel to deliver instruction from a prepared lesson plan. Includes the use of instructional aids and evaluation instruments to meet the Texas Commission on Fire Protection requirements for Fire Instructor I certification. Three lecture hours per week.
Credit: 3 semester hours

FIRT 2307 Fire Instructor II

Development of individual lesson plans for a specific topic including learning objectives, instructional aids, and evaluation instruments. Includes techniques for supervision and coordination of activities of other instructors to meet Texas Commission on Fire Protection requirements for Fire Instructor II certification. Three lecture hours per week.
Credit: 3 semester hours

FIRT 2309 Firefighter Strategies and Tactics I

Analysis of the nature of fire problems and selection of initial strategies and tactics including an in-depth study of efficient and effective use of manpower and equipment to mitigate the emergency. Three lecture hours per week.
Credit: 3 semester hours

French

FREN 1411 Beginning French I*

Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture. Three lecture hours, one lab hour per week.
Credit: 4 semester hours

FREN 1412 Beginning French II*

Fundamental skills in listening, comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture. Three lecture hours, one lab hour per week.
Credit: 4 semester hours
Prerequisite: FREN 1411

FREN 2311 Intermediate French I*

Review and application of skills in listening comprehension, speaking, reading, and writing. Emphasizes conversation, vocabulary acquisition, reading, composition, and culture. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: FREN 1412 or advanced standing by examination

FREN 2312 Intermediate French II*

Review and application of skills in listening comprehension, speaking, reading, and writing. Emphasizes conversation, vocabulary acquisition, reading, composition, and culture. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: FREN 2311

Geology

GEOL 1403 Physical Geology*

Introduction to the study of the materials and processes that have modified and shaped the surface and interior of Earth over time. These processes are described by theories based on experimental data and geologic data gathered from field observations. Three lecture hours, three laboratory hours per week.
Credit: 4 semester hours

GEOL 1404 Historical Geology*

A comprehensive survey of the history of life and major events in the physical development of Earth as interpreted from rocks and fossils. Three lecture hours, three laboratory hours per week.
Credit: 4 semester hours
Prerequisite: GEOL 1403

GEOL 2389 Academic Cooperative*

An instructional program designed to integrate on-campus study with practical hands-on work experience in the physical sciences. In conjunction with class seminars, the individual students will set specific goals and objectives in the scientific study of inanimate objects, processes of matter and energy, and associated phenomena. Three lecture hours per week.
Credit: 3 semester hours

German

GERM 1411 Beginning German I*

Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures and culture. Three lecture hours, one lab hour per week.
Credit: 4 semester hours

GERM 1412 Beginning German II*

Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture. Three lecture hours, one lab hour per week.
Credit: 4 semester hours
Prerequisite: GERM 1411

GERM 2311 Intermediate German I*

Review and application of skills in listening comprehension, speaking, reading, and writing. Emphasizes conversation, vocabulary acquisition, reading, composition, and culture. Three lecture hours.
Credit: 3 semester hours
Prerequisite: GERM 1412 or advanced standing by examination

GERM 2312 Intermediate German II*

Review and application of skills in listening comprehension, speaking, reading, and writing. Emphasizes conversation, vocabulary acquisition, reading, composition, and culture. Three lecture hours.
Credit: 3 semester hours
Prerequisite: GERM 2311 or advanced standing by examination

Government

GOVT 2304 Introduction to Political Science*

Introductory survey of the discipline of political science focusing on the scope, and methods of the field, and the substantive topics in the discipline including the theoretical foundations of politics, political interaction, political institutions and how political systems function. Three lecture hours per week.
Credit: 3 semester hours

GOVT 2305 Federal Government*

Origin and development of the U.S. Constitution, structure and powers of the national government including the legislative, executive, and judicial branches, federalism, political participation, the national election process, public policy, civil liberties and civil rights.. Three lecture hours per week.
Credit: 3 semester hours

GOVT 2306 Texas Government*

Origin and development of the Texas constitution, structure and powers of state and local government, federalism and inter-governmental relations, political participation, the election process, public policy, and the political culture of Texas. Three lecture hours per week.
Credit: 3 semester hours

GOVT 2311 Mexican American and Latinx Politics*

The study of Mexican American and Latinx politics within the American political experience. Topics include historical, cultural, socioeconomic, and constitutional issues that pertain to the study of Mexican Americans and other Latinx populations in the United States. Other topics such as political participation, governmental institutions, electoral politics, political representation, demographic trends, and other contemporary public policy debates will also be addressed. Three lecture hours per week.
Credit: 3 semester hours

History

HIST 1301 United States History I* (United States History to Reconstruction)

A survey of the social, political, economic, cultural, and intellectual history of the United States from the pre-Columbian era to the Civil War/Reconstruction period. United States History I includes the study of pre-Columbian, colonial, revolutionary, early national, slavery and sectionalism, and the Civil War/Reconstruction eras. Themes that may be addressed in United States History I include: American settlement and diversity, American culture, religion, civil and human rights, technological change, economic change, immigration and migration, and creation of the federal government. Three lecture hours per week.
Credit: 3 semester hours

HIST 1302 United States History II* (United States History from Reconstruction)

A survey of the social, political, economic, cultural, and intellectual history of the United States from the Civil War/Reconstruction era to the present. United States History II examines industrialization, immigration, world wars, the Great Depression, Cold War and post-Cold War eras. Themes that may be addressed in United States History II include: American culture, religion, civil and human rights, technological change, economic change, immigration and migration, urbanization and suburbanization, the expansion of the federal government, and the study of U.S. foreign policy. Three lecture hours per week.
Credit: 3 semester hours

HIST 2301 Texas History*

A survey of the political, social, economic, cultural, and intellectual history of Texas from the pre-Columbian era to the present. Themes that may be addressed in Texas History include: Spanish colonization and Spanish Texas; Mexican Texas; the Republic of Texas; statehood and secession; oil, industrialization, and urbanization; civil rights; and modern Texas. Three lecture hours per week.
Credit: 3 semester hours

HIST 2321 World Civilizations I*

A survey of the social, political, economic, cultural, religious, and intellectual history of the world from the emergence of human cultures through the 15th century. The course examines major cultural regions of the world in Africa, the Americas, Asia, Europe, and Oceania and their global interactions over time. Themes include the emergence of early societies, the rise of civilizations, the development of political and legal systems, religion and philosophy, economic systems and trans-regional networks of exchange. The course emphasizes the development, interaction and impact of global exchange. Three lecture hours per week.
Credit: 3 semester hours

HIST 2322 World Civilizations II*

A survey of the social, political, economic, cultural, religious, and intellectual history of the world from the 15th century to the present. The course examines major cultural regions of the world in Africa, the Americas, Asia, Europe, and Oceania and their global interactions over time. Themes

include maritime exploration and transoceanic empires, nation/state formation and industrialization, imperialism, global conflicts and resolutions, and global economic integration. The course emphasizes the development, interaction and impact of global exchange. Three lecture hours per week.
Credit: 3 semester hours

Humanities

HUMA 1315 Fine Arts Appreciation*

This course is an exploration of the purposes and processes in the visual and performing arts (such as music, painting, architecture, drama, and dance) and the ways in which they express the values of cultures and human experience.
Three lecture hours per week.
Credit: 3 semester hours

HUMA 2323 World Cultures*

This course is a general study of diverse world cultures. Topics include cultural practices, social structures, religions, arts, and languages. Three lecture hours per week.
Credit: 3 semester hours

Industrial Technology

CBFM 2417 Mechanical Maintenance

General principles of mechanical and electrical systems related to inspection, repair, and prevenetative maintenance of facility equipment. Two hours lecture, four lab hours per week.
Credit: 4 semester hours

CNBT 1416 Construction Technology I

Introduction to site preparation foundations and form work, safety, tools, and equipment. Two hours lecture, four lab hours per week.
Credit: 4 semester hours

CETT 1402 Electricity Principles

Principles of Electricity including proper use of test equipment, AC and DC circuits, and component theory and operation. Two hours lecture, four lab hours per week.
Credit: 4 semester hours

DFTG 1409 Basic Computer Aided Drafting

An introduction to computer aided drafting. Emphasis is placed on set up; creating and modifying geometry, storing and retrieving predefined shapes, placing, rotating, and scaling objects, adding text and dimensions, using layers, coordinate systems, and plot/print to scale. Two hours lecture, four lab hours per week.
Credit: 4 semester hours

ELPT 1325 National Electric Code I

An introductory study of the National Electric Code (NEC) for those employed in fields requiring knowledge of the Code. Emphasis on wiring design, protection, methods, and materials; equipment for general use; and basic calculations.. Two hours lecture, four hours lab per week.
Credit: 3 semester hours

ELPT 1421 Introduction to Electrical Safety and Tools

Safety rules and regulations. Includes the selection, inspection, use, and maintenance of common tools for electricians.. Two hours lecture, four hours lab per week.
Credit: 4 semester hours

ELPT 1429 Residential Wiring

Wiring methods for single family and multi-family dwellings. Includes load calculations, service entrance sizing, proper grounding techniques, and associated safety procedures.. Two hours lecture, four hours lab per week.
Credit: 4 semester hours

ELPT 1445 Commercial Wiring

Commercial wiring methods. Includes overcurrent protection, raceway panel board installation, proper grounding techniques, and associated safety procedures. Two hours lecture, four hours lab per week.
Credit: 4 semester hours

ELPT 2419 Programmable Logic Controllers

Fundamental concepts of programmable logic controllers, principles of operation, and numbering systems as applied to electrical controls. Two hours lecture, four hours lab per week.
Credit: 4 semester hours

ELPT 2449 Industrial Automation

Electrical control systems, applications, and interfacing utilized in industrial automation. Two hours lecture, four hours lab per week.
Credit: 3 semester hours

ENTC 1447 Safety and Ergonomics

Occupational Safety and Health Administration (OSHA) safety guidelines including electrical, chemical, and hazardous material safety. Ergonomic considerations to include repetitive motion, plant layout, and machine design. Industrial safety awareness, accident cost and prevention, and workman's compensation issues. Three lecture hours per week.
Credit: 3 semester hours

HART 1407 Refrigeration Principles

An introduction to the refrigeration cycle, heat transfer theory, temperature/pressure relationship, refrigerant handling, refrigerant components and safety. Two hours lecture, four lab hours per week.
Credit: 4 semester hours

HART 1441 Residential Air Conditioning

A study of components, applications, and installation of mechanical air conditioning systems including operating condition, troubleshooting, repair, and charging of air conditioning systems. Two lecture hours, four lab hours per week.
Credit: 4 semester hours

HART 2301 Air Conditioning and Refrigeration Codes

HVAC standards and concepts with emphasis on the understanding, and documentation of the codes and regulations required for the state mechanical contractors license and local codes. Two lecture hours, four lab hours per week.
Credit: 3 semester hours

HART 2434 Advanced Air Conditioning Controls

Theory and application of electrical control devices, electromechanical controls, and/or pneumatic controls. Two lecture hours, four lab hours per week.
Credit: 4 semester hours

HART 2436 Air Conditioning Troubleshooting

An advanced course in application of troubleshooting principles and use of test instruments to diagnose air conditioning and refrigeration components and system problems including conducting performance tests. Two lecture hours, four hours lab per week.
Credit: 4 semester hours
Prerequisite: HART 2441 or approval of instructor

HART 2438 Air Conditioning Installation and Start Up

A study of air conditioning system installation, refrigerant piping, condensate disposal, and air cleaning equipment with emphasis on startup and performance testing. Two lecture hours, four hours lab per week.
Credit: 4 semester hours
Prerequisite: HART 1407 or approval of instructor

HART 2441 Commercial Air Conditioning

A study of components, applications, and installation of air conditioning systems with capacities of 25 tons or less. Two lecture hours, four lab hours per week.
Credit: 4 semester hours
Prerequisite: HART 1407

HART 2443 Industrial Air Conditioning

A study of components, accessories, applications, and installation of air conditioning systems above 25 tons capacity. Two lecture hours, four lab hours per week.
Credit: 4 semester hours
Prerequisite: HART 2441 or approval by division chair

HART 2445 Residential Air Conditioning Systems Design

Study of the properties of air and results of cooling, heating, humidifying or dehumidifying; heat gain and heat loss calculations including equipment selection and balancing the air system. Two lecture hours, four lab hours per week.
Credit: 4 semester hours

HYDR 1345 Hydraulics and Pneumatics

Fundamentals of hydraulics and types of hydraulic pumps, cylinders, valves, motors, and related systems including operations, maintenance, and system analysis. Two lecture hours, four lab hours per week.
Credit: 3 semester hours

IEIR 1410 Motor Controls

General principles and fundamentals of electrical controls and control components including starters, troubleshooting techniques, various protective devices, schematics, and diagrams. Two lecture hours, four lab hours per week.
Credit: 4 semester hours
Prerequisite CETT 1402

INMT 2345 Industrial Troubleshooting

An advanced study of the techniques used in troubleshooting various types of industrial equipment to include mechanical, electrical, hydraulic, and pneumatic systems and their control devices. Emphasis will be placed on the use of schematics and diagrams in conjunction with proper troubleshooting procedures. Two lecture hours, four lab hours per week.
Credit: 3 semester hours

MCHN 1320 Precision Tools and Measurement

An introduction to the modern science of dimensional metrology, Emphasis on the identification, selection, and application of various types of precision instruments associated with the machining trade. Practice of basic layout and piece part measurements while using standard measuring tools. Two lecture hours, four lab hours per week.
Credit: 3 semester hours

MCHN 1408 Basic Lathe

Demonstrate operations of CNC machine controls; compare and contrast the differences between conventional and CNC machines; and utilize CNC machine equipment for machining operations. Two lecture hours, four lab hours per week.
Credit: 4 semester hours

MCHN 1413 Basic Milling Operations

An introduction to the common types of milling machines, part nomenclature, basic machine operations and procedures, safety, machine mathematics, blueprint reading, and theory. Two lecture hours, four lab hours per week.
Credit: 4 semester hours

MCHN 2403 Fundamentals of Computer Numerical Controlled (CNC) Machines Controls

Programming and operation of Computer Numerical Controlled (CNC) machine shop equipment. Demonstrate operations of CNC machine controls; compare and contrast the differences between conventional and CNC machines; and utilize CNC machine equipment for machining operations. Two lecture hours, four lab hours per week.
Credit: 4 semester hours

MCHN 2434 Operations of CNC Machining Centers

CNC operations with an emphasis on Machining centers. Set up and operate CNC machining centers; set machine and tool offsets for machining operations; and edit the program as required. Two lecture hours, four lab hours per week.
Credit: 4 semester hours

PFPB 1421 Plumbing Maintenance and Repair

Instruction in the practices and procedures employed by a plumber in the usual and unusual service work in the field of residential plumbing repairs including public relations. Two hours lecture, four lab hours per week.
Credit: 4 semester hours

RBTC 1405 Robotic Fundamentals

An introduction to flexible automation. Topics include installation, repair, maintenance, and development of flexible robotic manufacturing systems. Two hours lecture, four lab hours per week.
Credit: 4 semester hours

SEST 1441 Boiler-Operations, Installation & Maintenance

Safe installation, operation and maintenance procedures for boilers including total boiler analysis for maximum performance and efficiency of each system. Two hours lecture, four lab hours per week.
Credit: 4 semester hours

WDWK 1313 Cabinet Making

Design and construction of base cabinets and wall cabinets for kitchens and bathrooms. Emphasis on the safe use of portable and stationary power tools. Finishing techniques include proper sanding, sealing, staining, and finishing techniques. One lecture hour, four lab hours per week.
Credit: 3 semester hours

Kinesiology

KINE 1102 Physical Training for Freshmen*

A continuation of KINE 1101. Three lab hours each week.
Credit: 1 semester hour

KINE 1145 Recreational Dance*

Instruction and participation in folk, social, tap, or other dance forms. Enrollment limited to the Wrangler Belles. May be repeated for credit. Three lab hours per week.
Credit: 1 semester hour

KINE 1304 Personal/Community Health*

This course provides an introduction to the fundamentals, concepts, strategies, applications and contemporary trends related to understanding personal and/or community health issues. This course also focuses on empowering various populations with the ability to practice healthy living, promote healthy lifestyles, and enhance individual well-being. Three lecture hours per week.
Credit: 3 semester hours

KINE 1306 First Aid*

Instruction in and practice for emergency care. Designed to enable students to recognize and avoid hazards within their environment, to render intelligent assistance in case of accident or sudden illness, and to develop skills necessary for the immediate and temporary care of the victim. Successful completion of the course may enable the student to receive a certificate from a nationally recognized agency. Three lecture hours per week.
Credit: 3 semester hours

KINE 1308 Sports Officiating*

The purpose of this course is to study officiating requirements for sports and games with an emphasis on mechanics, rule interpretation, and enforcement. Three lecture hours per week.
Credit: 3 semester hours

KINE 1321 Principles of Athletic Coaching *

This course is designed to present foundational knowledge and management skills essential for coaching. Emphasis is on a comprehensive approach to the foundations and theories of coaching including development of a philosophy, objectives, coaching for character, coaching diverse athletes, and motivational techniques. Rules and terminology of competitive sports will be covered. Three lecture hours per week.
Credit: 3 semester hours

KINE 1336 Introduction to Recreation*

Fundamental theory and concepts of college recreational activities with emphasis on programs, planning, and leadership. Three lecture hours per week.
Credit: 3 semester hours

KINE 1338 Concepts of Physical Fitness*

This course is designed to familiarize students with knowledge, understanding, and values of health related fitness and its influence on the quality of life emphasizing the development and implementation of fitness programs. Three lecture hours per week.
Credit: 3 semester hours

KINE 1346 Drug Use and Abuse*

Study of the use and abuse of drugs in today's society. Emphasizes the physiological, sociological and psychological factors. Three lecture hours per week.
Credit: 3 semester hours

KINE 1350 Fundamental of Strength Conditioning*

This course introduces students to the core principles and methodologies of strength and conditioning. It covers essential topics such as biomechanics, exercise physiology, training adaptations, and program design. It equips students with the foundational knowledge and skills to develop safe and effective strength and conditioning programs for athletes and general populations. Three lecture hours per week.
Credit: 3 semester hours

KINE 2101 Physical Training for Sophomores*

Instruction and participation in physical and recreational activities including: basketball, badminton, baseball, bowling, football, golf, racquetball, softball, volleyball, rodeo, athletic training, or physical fitness. Three lab hours each week.
Credit: 1 semester hour

KINE 2102 Physical Training for Sophomores*

A continuation of Kinesiology 2101. Three lab hours per week.
Credit: 1 semester hour

KINE 2145 Recreational Dance*

Instruction and participation in folk, social, tap, or other dance forms. Enrollment limited to the Wrangler Belles. May be repeated for credit. Three lab hours per week.
Credit: 1 semester hour

KINE 2356 Care and Prevention of Athletic Injuries*

Prevention and care of athletic injuries with emphasis on qualities of a good athletic trainer, avoiding accidents and injuries, recognizing signs and symptoms of specific sports injuries and conditions, immediate and long-term care of injuries, and administration procedures in athletic training. Three lecture hours per week.
Credit: 3 semester hours

KINE 2358 Psychological Aspects of Human Performance*

This course introduces the psychological factors influencing performance and participation in sports and exercise. Topics include motivation, confidence, focus, goal setting, stress management, team dynamics, and leadership. Students will gain knowledge of mental skills and strategies to optimize human performance. Three lecture hours per week.
Credit: 3 semester hours

KINE 2360 Introduction to Personal Training*

This course provides theoretical knowledge and practical skills in personal training. Topics include exercise program design, client-trainer relationship, conducting health and fitness assessments, motivation, and legal and safety issues. Three lecture hours per week.
Credit: 3 semester hours
Mathematics

MATH 1314 College Algebra*

In-depth study and applications of polynomial, rational, radical, exponential and logarithmic functions, and systems of equations using matrices. Additional topics such as sequences, series, probability, and conics may be included; may not apply toward a major in math. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: Meet TSI college-readiness standard for Mathematics and High School Algebra I & II

MATH 1316 Plane Trigonometry*

In-depth study and applications of trigonometry including definitions, identities, inverse functions, solutions of equations, graphing, and solving triangles. Additional topics such as vectors, polar coordinates and parametric equations may be included; may not apply toward a major in math. Three lecture hours per week.
Credit: 3 semester hours
Course not offered every year.
Prerequisite: Meet TSI college-readiness standard for Mathematics and High School Algebra I & II or MATH 1314 or instructor consent.

MATH 1324 Mathematics for Business and Social Sciences (Finite Mathematics)*

The application of common algebraic functions, including polynomial, exponential, logarithmic, and rational, to problems in business, economics, and the social sciences are addressed. The applications include mathematics of finance, including simple and compound interest and annuities; systems of linear equations; matrices; linear programming; and probability, including expected value. Three lecture hours per week.
Credit: 3 semester hours

MATH 1325 Calculus for Business and Social Sciences*

This course is the basic study of limits and continuity, differentiation, optimization and graphing, and integration of elementary functions, with emphasis on applications in business, economics, and social sciences. This course is not a substitute for MATH 2413, Calculus I. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: MATH 1324 or MATH 1314

MATH 1332 Contemporary Mathematics (Quantitative Reasoning)*

Intended for Non STEM (Science, Technology, Engineering, and Mathematics) majors. Topics include introductory treatments of sets and logic, financial mathematics, probability and statistics with appropriate applications. Additional topics may be covered. This course does not apply toward the Associate of Science Degree. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: Meet TSI college-readiness standard for Mathematics

MATH 1342 Elementary Statistics*

Collection, analysis, presentation and interpretation of data, and probability. Analysis includes descriptive statistics, correlation and regression, confidence intervals and hypothesis testing. Utilization of appropriate technology is required. This course may not apply toward a major in math. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: Meet TSI college-readiness standard for Mathematics and High School Algebra I & II

MATH 1350 Mathematics for Teachers I*

This course is intended to build or reinforce a foundation in fundamental mathematics concepts and skills. It includes the conceptual development of the following: sets, functions, numeration systems, number theory, and properties of the various number systems with an emphasis on problem solving and critical thinking. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: MATH 1314 or equivalent

MATH 1351 Mathematics for Teachers II*

This course is intended to build or reinforce a foundation in fundamental mathematics concepts and skills. It includes the concepts of geometry, measurement, probability, and statistics with an emphasis on problem solving and critical thinking. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: MATH 1314 College Algebra (3SCH version) or equivalent

MATH 2412 Pre-calculus*

In-depth combined study of algebra, trigonometry, and other topics for calculus readiness. Applications of algebra and trigonometry to the study of elementary functions and their graphs including polynomial, rational, exponential, logarithmic, and trigonometric functions. May include topics from analytic geometry; may not apply toward a major in math. Four lecture hours per week.
Credit: 4 semester hours
Prerequisite: Meet TSI college-readiness standard for Mathematics and High School Algebra I & II or MATH 1314

MATH 2413 Calculus I with Analytical Geometry*

Limits and continuity; the Fundamental Theorem of Calculus; definition of the derivative of a function and techniques of differentiation; applications of the derivative to maximizing or minimizing a function; the chain rule, mean value theorem, and rate of change problems; curve sketching; definite and indefinite integration of algebraic, trigonometric, and transcendental functions, with an application to calculation of areas. Four lecture hours per week.
Credit: 4 semester hours
Prerequisite: Meet TSI college-readiness standard for Mathematics and High School Algebra I, II, & Pre-calculus or MATH 1314 and MATH 1316**/2412
**MATH 1316 not offered every year.

MATH 2414 Calculus II with Analytical Geometry*

Differentiation and integration of transcendental functions; parametric equations and polar coordinates; techniques of integration; numerical methods; indeterminate forms; improper integrals; sequences and series. Four lecture hours per week.
Credit: 4 semester hours
Prerequisite: MATH 2413

MATH 2415 Calculus III with Analytical Geometry*

Multivariable calculus, including vectors and vector-valued functions, partial differentiation, gradient, Lagrange multipliers, multiple integrals, and Jacobians; application of the line integral, including Green's Theorem, the Divergence Theorem, and Stokes' Theorem. Four lecture hours per week.
Credit: 4 semester hours
Prerequisite: MATH 2414

Medical Assisting

FMLD 1345 Life Span Growth and Development

A study of the interrelationship of physical, emotional, social, and mental factors of growth and development throughout the life span. Only offered in the spring semester. Three lecture hours per week.
Credit: 3 semester hours

HITT 1313 Coding and Insurance

An overview of skills and knowledge in ICD and CPT coding and claims forms for reimbursement of medical services. Three lecture hours per week.
Credit: 3 semester hours
Spring Semester
Pre-requisite: MDCA 1313 or MCDA 1409

MDCA 1254 Medical Assisting Credentialing Exam Review

A preparation for one of the National Commission Certifying Agencies (NCCA) recognized credentialing exams. Two lecture hours per week.
Credit: 2 semester hours

MDCA 1305 Medical Law and Ethics

Instruction in principles, procedures, and regulations involving legal and ethical relationships among physicians, patients and medical assistants in ambulatory care settings. Three lecture hours per week.
Credit: 3 semester hours

MDCA 1310 Medical Assistant Interpersonal and Communications and Skills

Emphasis on the application of basic psychological principles and the study of behavior as they apply to special populations. Topics include procedures for self-understanding and social adaptability in interpersonal communication with patients and co-workers in an ambulatory care setting. Three lecture hours per week.
Credit: 3 semester hours

MDCA 1313 Medical Terminology

A study and practical application of a medical vocabulary system. Includes structure, recognition, analysis, definition, spelling, pronunciation, and combination of medical terms from prefixes, suffixes, roots, and combining forms. Three lecture hours per week.
Credit: 3 semester hours

MDCA 1321 Administrative Procedures

Medical office procedures including appointment scheduling, medical records creation and maintenance, interpersonal communications, bookkeeping tasks, coding, billing, collecting, third party reimbursement, credit arrangements, and computer use in the medical office. Only offered in the spring semester. Two lecture hours, two lab hours per week.
Credit: 3 semester hours

MDCA 1343 Medical Insurance

Emphasizes medical office coding for payment and reimbursement by patient or third party payers for ambulatory care settings. Three lecture hours per week.
Credit: 3 semester hours

MDCA 1409 Anatomy and Physiology for Medical Assistants

Emphasis on structure and functions of human cells, tissues, organs, and systems, with overview of common pathophysiology. Three lecture hours, two hours lab per week.
Credit: 4 semester hours

MDCA 1417 Procedures in a Clinical Setting

Emphasis on patient assessment, examination, and treatment as directed by physician. Includes vital signs, collection and documentation of patient information, asepsis, office clinical procedures and other treatments as appropriate for ambulatory care settings. Two lecture hours, four lab hours per week. Only offered in the spring Semester.
Credit: 4 semester hours

MDCA 1448 Pharmacology and Administration of Medications

Instruction in concepts and application of pharmacological principles. Focuses on drug classifications, principles and procedures of medication administration, mathematical systems and conversions, calculation of drug problems, and medico-legal responsibilities of the medical assistant. Three lecture hours, two lab hours per week.
Credit: 4 semester hours

MDCA 1452 Medical Assistant Laboratory Procedures

Application of governmental health care guidelines. Includes specimen collection and handling, quality assurance, and quality control in performance of Clinical Laboratory Improvement Amendments (CLIA)-waived laboratory testing. Two hours lecture, four-hour lab per week.
Credit: 4 semester hours

MDCA 2360 Clinical Medical Assisting

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. 10 clinical hours per week
Credit: 3 semester hours

MDCA 2460 Clinical Medical Assisting

A health-related work-based learning experience that enables the student to apply specialized occupation theory, skills and concepts. Direct supervision is provided by the clinical professional. Must have permission from the Program Director. Twelve clinical hours per week.
Credit: 4 semester hours

Music

MUAP 1117, 1217 Woodwind Instrument*

Individual instruction in flute, oboe, saxophone, clarinet, or bassoon; proficiency examination required of music majors upon entrance; may be repeated for credit. One or two lab hours per week.
Credit: 1 or 2 semester hours

MUAP 1137, 1237 Brass Instrument*

Individual instruction in trumpet, French horn, trombone, baritone, or tuba; proficiency examination required of music majors upon entrance; may be repeated for credit. One or two lab hours per week.
Credit: 1 or 2 semester hours

MUAP 1157, 1257 Percussion*

Individual instruction in snare drum, timpani, bells, or marimba; proficiency examination required of music majors upon entrance. One or two lab hours per week.
Credit: 1 or 2 semester hours

MUAP 1165, 1265 Organ*

Individual instruction; proficiency; proficiency examination required of music majors upon entrance; may be repeated for credit. One or two lab hours per week.
Credit: 1 or 2 semester hours

MUAP 1169, 1269 Piano*

Individual instruction, proficiency examination required for music majors upon entrance; may be repeated for credit. One or two lab hours per week.
Credit: 1 or 2 semester hours

MUAP 1181, 1281 Voice*

Individual instruction in singing; proficiency examination required of music majors upon entrance; may be repeated for credit. One or two lab hours per week.
Credit: 1 or 2 semester hours

MUEN 1121 College Band*

This course consists of marching band during the fall semester and concert band during the spring semester, with all the activities and commitments that are required of a college band. May be repeated for credit. Six lab hours per week.
Credit: 1 semester hour

MUEN 1131 Jazz Band*

Open to members of the College Band; selection by audition; performs “big band” and jazz as well as contemporary popular music; may be repeated for credit. Three lab hours per week.
Credit: 1 semester hour

MUEN 1132 Pep Band*

This course consists of a spirit based performance ensemble designed to help promote school spirit and enthusiasm especially at indoor athletic events. The ensemble is also used for promotional opportunities at area activities and assemblies. May be repeated for credit. Three lab hours per week and all home volleyball/basketball games during the school term.
Credit: 1 semester hour

MUEN 1133 Special Ensembles – Instrumental*

Select instrumental groups; performance includes country, popular, Dixieland, rock, and dramatic music; selection by audition; may be repeated for credit. Three lab hours per week.
Credit: 1 semester hour

MUEN 1134 Chamber Ensemble*

Meets during the Spring semester. This course consists of rehearsing and performing moderate to advance wind ensemble literature and is designed for the technically and musically proficient band student. May be repeated for credit. Three lab hours per week.
Credit: 1 semester hour
Pre-requisite: Audition Only

MUEN 1141 Cisco College Singers*

A Vocal Ensemble of mixed voices; open to all students by audition. Strongly recommended for music majors and minors; may be repeated for credit. Three lab hours per week.
Credit: 1 semester hour

MUEN 1151 Vocal Ensemble*

A select chamber vocal ensemble. Repertoire may include chamber music, madrigals, show Vocal Ensemble numbers. Students must be prepared for frequent performances and touring, including dance. May be repeated for credit. Two lab hours per week.
Credit: 1 semester hour
Prerequisite: Audition and instructor permission

MUEN 1192 Guitar Class I*

Class instruction in the fundamental techniques of playing and teaching guitar.
Credit: 1 semester hour
Prerequisite: Must have guitar to bring to class

MUEN 1193 Guitar Class II*

Class instruction in the fundamental techniques of playing and teaching guitar.
Credit: 1 semester hour
Prerequisite: Must have guitar to bring to class

MUEN 1221 College Band*

This course consists of marching band during the fall semester with all the activities and commitments that are required of a college band. Kinesiology credit granted for marching band. May be repeated for credit. Six lecture hours, three lab hours per week.
Credit: 2 semester hours

MUEN 1251 Vocal Ensemble*

A select chamber vocal ensemble. Repertoire may include chamber music, madrigals, show Vocal Ensemble numbers. Students must be prepared for frequent performances and touring, including dance. May be repeated for credit. Three lab hours per week.
Credit: 2 semester hours
Prerequisite: Audition and instructor permission

MUSI 1116 Elementary Sight-singing and Aural Skills I*

Singing tonal music in treble, bass, alto, and tenor clefs. Aural study, including dictation of rhythm, melody, and diatonic harmony. Beginning keyboard harmony. Two lab hours per week.
Credit: 1 semester hour
Co-requisite: MUSI 1311

MUSI 1117 Elementary Sight-singing and Aural Skills II*

Continued singing tonal music in treble, bass, alto, and tenor clefs. Aural study, including dictation of rhythm, melody, and diatonic harmony. Harmonic progressions at the keyboard. Two lab hours per week.
Credit: 1 semester hour
Co-requisite: MUSI 1312

MUSI 1306 Music Appreciation*

Understanding music through the study of cultural periods, major composers, and musical elements. Illustrated with audio recordings and live performances. Three lecture hours per week.
Credit: 3 semester hours

MUSI 1307 Music Literature*

Survey of the principal musical forms and cultural periods as illustrated in the literature of major composers. Three lecture hours per week.
Credit: 3 semester hours

MUSI 1311 Music Theory I*

Analysis and writing of tonal melody and diatonic harmony up to and including the chords. Analysis and writing of small compositional forms. Correlated study at the keyboard. Correlates with MUSI 1116, Elementary Sight-singing and Aural Skills. Three lecture/lab hours per week.
Credit: 3 semester hours
Co-requisite: MUSI 1116

MUSI 1312 Music Theory II*

Continued analysis and writing of tonal melody and diatonic harmony up to and including the chords. Analysis and writing of small compositional forms. Correlated study at the keyboard. Correlated with MUSI 1117, Elementary Sight-singing and Aural Skills. Three lecture hours per week.
Credit: 3 semester hours
Co-requisite: MUSI 1117

MUSI 2116 Advanced Sight-singing and Aural Skills I*

Singing more difficult tonal music including modal, ethnic, and 20th century materials. Aural study, including dictation of more complex rhythm, melody chromatic harmony, and extended tertian structures. Two lab hours per week.
Credit: 1 semester hour
Co-requisite: MUSI 2311

MUSI 2117 Advanced Sight-singing and Aural Skills II*

Continuation of singing more difficult tonal music including modal, ethnic, and 20th century materials. Aural study, including dictation of more complex rhythm, melody, chromatic harmony, and extended tertian structures. Two lab hours per week.
Credit: 1 semester hour
Co-requisite: MUSI 2312

MUSI 2311 Music Theory III*

Advanced harmony part writing and keyboard analysis and writing of more advanced tonal harmony including chromaticism and extended tertian structures. Introduction to 20th century compositional procedures and survey of the traditional large forms of composition. Correlated study at the keyboard. Correlates with MUSI 2116, Advanced Sight-singing and Aural Skills. Three lecture hours per week.
Credit: 3 semester hours
Co-requisite: MUSI 2116

MUSI 2312 Music Theory IV*

Continuation of advanced harmony part writing and keyboard analysis and writing of more advanced tonal harmony including chromaticism and extended tertian structures. Introduction of 20th century compositional procedures and survey of the traditional large forms of composition. Correlated study at the keyboard. Correlates with MUSI 2117, Advanced Sight-singing and Aural Skills. Three lecture hours per week.
Credit Hours: 3 semester hours
Co-requisite: MUSI 2117

Nursing

HPRS 1101 Introduction to Health Professions

An overview of roles of various members of the health care system, educational requirements, and issues affecting the delivery of health care.
1 lecture hours per week.
Credit: 1

HPRS 2301 Pathophysiology

Study of the pathology an dgeneral health management of diseases and injuries across the life span. Topics include etiology, symptoms, and the physical and psychological reactions to diseases and injuries. Three lecture hours per week.
Credit: 3

HPRS 2332 Health Care Communications

Methods of communication with clients, client support groups, health care professionals, and external agencies.
Credit Hours: 3

NURA 1301 Nurse Aide for Health Care

Knowledge, skills, and abilities essential to provide basic care to residents of long-term care facilities. Topics include resident's rights, communication, safety, observation, reporting and assisting residents in maintaining basic comfort and safety. Emphasis on effective interaction with members of the health care team, restorative services, mental health, and social services. 60 lecture hours and 40 clinical hours.
Credit Hours: 3

NURS 3315 Transition to BSN

This course assists the associate degree registered nurse's transition into the role of a baccalaureate-prepared nurse by broadening their existing knowledge with emphasis on: leadership, professionalism, patient advocacy, interdisciplinary healthcare, clinical reasoning and judgement, holistic and coordinated patient-centered care. This course integrates technology, nursing theory, research, and evidence-based practice as a foundation of patient-centered care. Three lecture hours per week.
Credit Hours: 3

NURS 3351 Research and Evidence-Based Practice

Scholarly exchange prepares the baccalaureate nurse to understand the language of research and the scientific process through evaluation of quantitative, qualitative, and mixed-method research methodology as a foundation for evidence-based practice in the healthcare setting. This course will investigate research methods and findings and promote appraisal skills to support evidence-based, patient-centered care, quality improvement, and safety outcomes. Three lecture hours per week.
Credit Hours: 3

NURS 3353 Informatics and Technology in Healthcare

This course establishes the role of electronic information infrastructure in the delivery of care withing the institution and inter-disciplinary care team. Focus of this course includes the utilization of informatics to access data to enhance quality and continuity of care in a variety of healthcare settings. Three lecture hours per week.
Credit Hours: 3

NURS 3354 Legal and Ethical Issues in Healthcare

This course discusses the application of law and ethical principles related to the practice of nursing in differing areas of practice. Three lecture hours per week.
Credit Hours: 3

NURS 3357 Nursing Today: Issues in Professional Nursing

This course examines major issues and trends in contemporary nursing and healthcare practive, the influence of socioeconomic, workforce and workplace issues, political variables, professional values, and the changes in the U.S. healthcare delivery system. Three lecture hours per week.
Credit Hours: 3

NURS 4161 Leadership and Management Clinical

This course provides a health-related work-based learning experience in a variety of settings that allow the student to apply theories, skills, and concepts related to the role of nursing leader and manager. 1 lecture hour
Credit Hours: 1
Co-Requisites: NURS 4450 Leadership and Management

NURS 4355 Community and Public Health Nursing

This course discusses community health nursing including the history, structure, and economics of community healthcare systems, program development, and impact of health disparities, health education, and access to resources. Three lecture hours per week.
Credit Hours: 3

NURS 4356 Health Promotion Across the Lifespan

This course examines health promotion across the lifespan, including pediatric, adult, and geriatric populations. Emphasis is placed upon health and environmental patterns that promote or interfere with health attainment and risk reduction in the identified populations. Three lecture hours per week.
Credit Hours: 3

NURS 4450 Leadership and Management

An assessment of organizational strategies, leadership theories, and societal trends driving the decision-making process in healthcare. Presents professional nurse management and leadership skills and assesses application to varying clinical settings. An application-based clinical learning experience is required and can be completed in the workplace or other setting of the student's choosing. Four lecture hours per week.
Credit Hours: 4
Co-Requisite: NURS 4161 Leadership and Management Clinical

NURS 4454 Professional Project

This course requires the registered nurse to synthesize knowledge acquired in the RN-BSN curriculum toward the development of the Professional Nursing role. Integrated content expectations are evolving issues, lifelong learning, impact of cultural issues, and promotion of the nursing profession. Practicum project required. (Must be taken in the last semester of the program). Four lecture hours per week.
Credit Hours: 4

RNSG 1118--Transition to Professional Nursing Competencies

Transition to professional nursing competencies in the care of patients throughout the lifespan. Validates proficiency in psychomotor skills and clinical reasoning in the performance of nursing procedures related to the concepts of: clinical judgment, comfort, elimination, fluid and electrolytes, nutrition, gas exchange, safety, functional ability, immunity, metabolism, mobility, and tissue integrity. Includes health assessment and medication administration. This course lends itself to a concept-based approach. One lecture hour, one laboratory hour per week.
Credit Hours: 1
Co-Requisites: RNSG 1128, 1361, 1424, 1331

RNSG 1128-- Introduction to Health Care concepts

An introduction to concept-based learning with emphasis on selected pathophysiological concepts with nursing applications. Concepts include acid-base balance, fluid and electrolytes, immunity, gas exchange, perfusion, metabolism, coping, and tissue integrity. This course lends itself to a concept-based approach. One lecture hour per week.
Credit Hours: 1
Co-Requisites: RNSG 1118, 1125, 1361, 1424, 1331

RNSG 1137– Professional Nursing Concepts III

Application of professional nursing concepts and exemplars within the professional nursing roles. Utilizes concepts of clinical judgment, ethical-legal, evidenced-based practice, patient-centered care, professionalism, safety, teamwork and collaboration. Introduces the concepts of quality improvement, health information technology, and health care organizations. Incorporates concepts into role development of the professional nurse. This course lends itself to a concept-based approach. One lecture hour per week.
Credit Hours: 1
Co-Requisites: RNSG 1538, 2360

RNSG 1209 – Introduction to Nursing

Overview of nursing and the role of the professional nurse as provider in patient-centered care, patient safety advocate, member of health care team, and member of the profession. Content includes knowledge, judgement, skills and professional values with a legal/ethical framework. This course lends itself to a blocked approach. Two lecture hours per week.
Credit Hours: 2

RNSG 1331—Principles of Clinical Decision-Making

Examination of selected principles related to the continued development of the professional nurse as a provider of patient-centered care, patient safety advocate, member of health care team, and member of the profession. Emphasis on clinical reasoning processes and clinical judgement for patients in medical-surgical settings experiencing health problems involving fluid and electrolytes; perioperative care; pain; respiratory disorders; peripheral vascular disorders; immunologic disorders; and infectious disorders. Discussion of knowledge, judgment, skills, and professional values within a legal/ethical framework. This course lends itself to either a blocked or integrated approach. Three lecture hours per week.
Credit Hours: 3
Co-Requisites: RNSG 118, 1128, 1361, 1424

RNSG 1361—Clinical Transition

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Nine clinical hours per week.
Credit Hours: 3
Co-Requisites: RNSG 118, 1128, 1331, 1424

RNSG 1424—Concept-Based Trasnsition to Professional Nursing Practice

Integration of previous health care knowledge and skills into the role development of the professional nurse as a provider of patient-centered care, patient safety advocate, member of health care team, and member of the profession. Emphasis is on clinical decision-making for patients and their families. Review of selected health care and professional nursing concepts with application through exemplars. Health care concepts include comfort, diversity, elimination, functional ability, human development, mobility, nutrition, sensory perception, sleep, coping, thermoregulation, tissue integrity, acid-base balance, clotting, cognition, fluid and electrolyte balance, gas exchange, immunity, metabolism, nutrition, grief, and perfusion. Professional nursing concepts include clinical judgment, communication, ethical-legal, evidence-based practice, health promotion, health information technology, patient-centered care, patient education, professionalism, safety, teamwork and collaboration. Introduces concepts of leadership and management. This course lends itself to a concept-based approach. Three weekly lecture hours, two laboratory hours per week.
Credit Hours: 4
Co-Requisites: RNSG 1118, 1128, 1361, 1331

RNSG 1538 – Health Care Concepts III

In-depth coverage of health care concepts with nursing application through selected exemplars. Concepts include cellular regulation, end of life, immunity, interpersonal relationships, grief, human development, intracranial regulation, mood/affect, comfort, sexuality, mobility, and reproduction. Provides continuing opportunities for development of clinical judgment skills. This course lends itself to a concept-based approach. Four lecture hours, four laboratory hours per week.
Credit Hours: 5
Co-Requisites: RNSG 1137, 2360

RNSG 2230—Professional Nursing Review and Liscensure Preparation

Review of concepts required for licensure examination and entry into the practice of professional nursing. Includes review of application process of National Council Licensure Examination for Registered Nurses (NCLEX-RN) test plan, assessment of knowledge deficits, and remediation. This course lends itself to either a blocked or integrated approach. Two lecture hours per week.
Credit Hours: 2
Co-Requisites: RNSG 2539, 2238, 2361

RNSG 2238– Professional Nursing Concepts IV

Integration of professional nursing concepts and exemplars within the professional nursing roles. Synthesizes concepts of clinical judgment, ethical-legal, evidence-based practice, leadership and management, patient-centered care, professionalism, teamwork, and collaboration through exemplars presented in the Health Care Concepts courses. Emphasizes concept of quality improvement and introduces health policy. Incorporates concepts into role development of the professional nurse. This course lends itself to a concept-based approach.Two lecture hours per week.
Credit Hours: 2
Co-Requisites: RNSG 2539, 2361, 2230

RNSG 2360*, 2361* – Clinicals Associated With All Three Semesters Of Nursing Classes

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Nine clinical hours per week.
Credit Hours Each: 3

RNSG 2539– Health Care Concepts IV

In-depth coverage of advanced health care concepts with nursing application through selected exemplars. Concepts include cognition, immunity, clotting, fluid and electrolyte balance, gas exchange, metabolism, nutrition, perfusion, tissue integrity, and interpersonal relationships. Continuing development of clinical judgment with integration of all health care concepts. This course lends itself to a concept-based approach. Four lecture hours, four laboratory hours per week.
Credit Hours: 5
Co-Requisites: RNSG, 2238, 2361, 2230

VNSG 1160 Clinical I

A health-related work-based learning experience that enables the student to apply specialized occupation theory, skills, and concepts. Direct supervision is provided by the clinical professional. Six clinical hours per week.
Credit: 1 semester hour
Co-requisite: VNSG 1331, 1227, 1304, 1423

VNSG 1227 Essentials of Medication Administration

General principles of medication administration including determination of dosage, preparation, safe administration, and documentation of multiple forms of drugs. Instruction includes various systems of measurement. Two lecture hours and one lab hour per week.
Credit: 2 semester hours
Co-requisite: VNSG 1331, 1304, 1423, 1160

VNSG 1230 Maternal-Neonatal Nursing

A study of the biological, psychological, and sociological concepts applicable to basic needs of the family including childbearing and neonatal care. Utilization of the nursing process and clinical judgement model in the assessment and management of the childbearing family. Topics include physiological changes related to pregnancy, fetal development, and nursing care of the family during labor and delivery and the puerperium. Two lecture hours per week.
Credit: 2 semester hours
Co-requisite: VNSG 2160, 1234, 2161, 2431, 2261

VNSG 1234 Pediatrics

Study of the care of the pediatric patient and family during health and disease. Emphasis on growth and developmental needs utilizing the nursing process and clinical judgement model. Two lecture hours per week.
Credit: 2 semester hours
Co-requisite: VNSG 1230, 2160, 2161, 2431, 2261

VNSG 1260 Clinical for Medical-Surgical Nursing I

A health-related work-based learning experience that enables the student to apply specialized occupation theory, skills, and concepts. Direct supervision is provided by the clinical professional. Ten clinical hours per week.
Credit: 2 semester hours
Co-requisite: VNSG 1429, 1432, 2260

VNSG 1304 Foundations of Nursing

Introduction to the nursing profession including history, standards of practice, legal and ethical issues, and role of the vocational nurse. Topics include mental health, therapeutic communication, cultural and spiritual diversity, patient preference, nursing process using clinical judgement model, and holistic awareness. Three lecture hours per week.
Credit: 3 semester hours
Co-requisite: VNSG 1331, 1227, 1423, 1160

VNSG 1331 Pharmacology

Fundamentals of medications and their diagnostic, therapeutic, and curative effects. Includes nursing interventions utilizing the nursing process and clinical judgement model. Three lecture hours per week.
Credit: 3 semester hours
Co-requisite: VNSG 1227, 1304, 1423, 1160

VNSG 1423 Basic Nursing Skills

Mastery of basic nursing skills and competencies for a variety of health care settings using the nursing process and clinical judgement model as the foundation for all nursing interventions. Two lecture hours, six lab hours per week.
Credit: 4 semester hours
Co-requisite: VNSG 1331, 1227, 1304, 1160

VNSG 1429 Medical Surgical Nursing I

Application of the nursing process and clinical judgement model to the care of the adult patient experiencing medical-surgical conditions along the health-illness continuum in a variety of health care settings. Three lecture hours and two lab hours per week.
Credit: 4 semester hours
Co-requisite: VNSG 1260, 1432, 2260

VNSG 1432 Medical-Surgical Nursing II

Mastery of entry-level nursing skills and competencies for a variety of health care settings. Utilization of the nursing process as the foundation for all nursing interventions. Three lecture hours and two lab hours per week.
Credit: 4 semester hours
Co-requisite: VNSG 2260, 1429, 1260

VNSG 2160 Clinical for Maternal-Neonatal Nursing

A health-related work-based learning experience that enables the student to apply specialized occupation theory, skills, and concepts. Direct supervision is provided by the clinical professional. Five clinical hours per week.
Credit: 1 semester hour
Co-requisite: VNSG 1230, 1234, 2161, 2431, 2261, 2431, 2261

VNSG 2161 Clinical for Pediatric Nursing

A health-related work-based learning experience that enables the student to apply specialized occupation theory, skills, and concepts. Direct supervision is provided by the clinical professional. Concepts of mental health, pharmacology, nutrition, nursing process and technical skills are emphasized. Five clinical hours per week.
Credit: 1 semester hour
Co-requisite: VNSG 1230, 2160, 1234, 2431, 2261

VNSG 2260 Clinical for Medical-Surgical Nursing II

A health-related work-based learning experience that enables the student to apply specialized occupation theory, skills, and concepts. Direct supervision is provided by the clinical professional. Ten clinical hours per week.
Credit: 2 semester hours
Co-requisite: VNSG 1429, 1260, 1432

VNSG 2261 Clinical for Advanced Nursing Skills

A health-related work-based learning experience that enables the student to apply specialized occupation theory, skills, and concepts. Direct supervision is provided by the clinical professional. Ten clinical hours per week.
Credit: 2 semester hours
Co-requisite: VNSG 1230, 2160, 1234, 2161, 2431

VNSG 2431 Advanced Nursing Skills

Application of advanced level nursing skills and competencies in a variety of health care settings utilizing the nursing process and clinical judgement model as problem-solving tools. Three lecture hours and two lab hours per week.
Credit: 4 semester hours
Co-requisite: VNSG: 1230, 2160, 1234, 2161, 2261

Pharmacy Technician

PHRA 1143 Pharmacy Technician Certification Review

A review of major topics covered on the national Pharmacy Technician Certification examination (PTCE). One lecture hour per week, one lab hour per week.
Credit: 1 semester hour

PHRA 1160 Clinical I

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. Direct supervision is provided by the clinical professional. Six clinical hours per week.
Credit: 1 semester hour

PHRA 1202 Pharmacy Law

Overview of federal and state laws governing the practice of pharmacy. The role of the pharmacy technician and the pharmacist and their associated responsibilities. Includes Code of Ethics, patient confidentiality, and a comparison of legal and ethical aspects. Two lecture hours per week.
Credit: 2 semester hours

PHRA 1209 Pharmaceutical Mathematics I

Solving pharmaceutical calculation problems encountered in the preparation and distribution of drugs. One hour lecture and two lab hours per week.
Credit: 2 semester hours

PHRA 1247 Pharmaceutical Mathematics II

Advanced concepts of Pharmaceutical Mathematics. One hour lecture, two hours lab per week.
Credit: 2 semester hours

PHRA 1260 Clinical I Pharmacy Technician

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. . Nine clinical hours per week.
Credit: 2 semester hours

PHRA 1301 Introduction to Pharmacy

An overview of the qualifications, operational guidelines, and job duties of a pharmacy technician. Three lecture hours per week.
Credit: 3 semester hours

PHRA 1305 Drug Classification

A study of pharmaceutical drugs, abbreviations, classifications, dosages, side effects, and routes of administration. Three lecture hours per week.
Credit: 3 semester hours

PHRA 1306 Computerized Drug Delivery Systems

Fundamentals of pharmacy computer information systems and technology within the health care system. Includes specialized skills in the production of pharmaceutical documentation using selected pharmacy software packages and an overview of equipment and devices for drug distribution, and preparation. Three lecture hours per week.
Credit: 3 semester hours

PHRA 1309 Pharmaceutical Mathematics I

Solving pharmaceutical calculation problems encountered in the preparation and distribution of drugs. Three lecture hours per week.
Credit: 3 semester hours

PHRA 1313 Community Pharmacy Practice

Introduction to the skills necessary to process, prepare, label, and maintain records of prescriptions in a community pharmacy to include customer service, count and pour techniques, prescription calculations, drug selection and preparation, over-the counter drugs, inventory management and legal parameters. Two lecture hours, two lab hours per week.
Credit: 3 semester hours

PHRA 1340 Pharmacy Third Party Payment

Overview of third party payment and its impact on health care. Includes the principles and practices of managed care pharmacy, Medicaid and Medicare, payment plans, reimbursement methods, and formularies. Two hour lecture and two hours two lab hours per week.
Credit: 3 semester hours

PHRA 1349 Institutional Pharmacy Practice

Fundamentals of the diverse roles and practice of pharmacy technicians in an institutional pharmacy setting. In-depth coverage of hospital pharmacy organization, work flow and personnel, safety techniques, data entry, packaging and labeling operations, inpatient drug distribution systems including investigational drugs, continuous quality improvement and inventory control. Two hours lecture, two hours lab per week.
Credit: 3 semester hours

PHRA 1404 Pharmacotherapy and Disease Process

A study of the disease state and therapeutic properties of drugs used in phannaceutical therapy. Four hours lecture per week.
Credit: 4 semester hours

PHRA 1413 Community Pharmacy Practice

Introduction to the skills necessary to process, prepare, label, and maintain records of prescriptions in a community pharmacy to include customer service, count and pour techniques, prescription calculations, drug selection and preparation, over-the-counter drugs, inventory management and legal parameters. Three lecture hours, two lab hours per week.
Credit: 4 semester hours

PHRA 1441 Pharmacy Drug Therapy and Treatment

Study of therapeutic agents, their classifications, properties, actions, and effects on the human body and their role in the management of disease. Four hours lecture per week.
Credit: 4 semester hours

PHRA 1445 Compounding Sterile Preparations

The process of compounding sterile preparations and aseptic technique within legal and regulatory guidelines specified by USP<797> standards. Two hours lecture, four hours lab per week.
Credit: 4 semester hours

PHRA 2260 Clinical II Pharmacy Technician

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Nine clinical hours per week.
Credit: 2 semester hours

PHRA 2261 Clinical Community

A health-related work-based learning experience that enables the students to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Eight clinical hours per week.
Credit: 2 semester hours

PHRA 2460 Clinical II

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. Direct supervision is provided by the clinical professional. Twelve clinical hours per week.
Credit: 4 semester hours

Phlebotomy

PLAB 1323 Phlebotomy

Skill development in the performance of a variety of blood collection methods using proper techniques and standard precautions. Includes vacuum collection devices, syringes, capillary skin puncture, butterfuly needles and blood culture, and specimen collection on adults, children, and infants. Emphasis on infection prevention, patient identification, specimen labeling, quality assurance, specimen handling, processing, accessioning, professionalism, ethics, and medical terminology. Three lecture hours per week.
Credit: 3 semester hours

Philosophy

PHIL 1301 Introduction to Philosophy*

A study of major issues in philosophy and/or the work of major philosophical figures in philosophy. Topics in philosophy may include theories of reality, theories of knowledge, theories of value, and their practical applications. Three lecture hours per week.
Credit: 3 semester hours

PHIL 2306 Introduction to Ethics*

The systematic evaluation of classical and/or contemporary ethical theories concerning the good life, human conduct in society, morals, and standards of value. Three lecture hours per week
Credit: 3 semester hours

Physical Education

PHED 1101 Physical Activities*

Instruction and participation in physical and recreational activities including: basketball, badminton, baseball, bowling, football, golf, racquetball, softball, volleyball, rodeo, athletic training, or physical fitness. Three lab hours each week.
Credit: 1 semester hours

PHED 1164 Introduction to Physical fitness & Wellness*

This course will provide an overview of the lifestyle necessary for fitness and health. Students will participate in physical activities and assess their fitness status. Students will be introudec to proper nutrition, weight, management, cardiovascular health, flexibility, and strength training.
Credit: 1 semester hours

PHED 1301 Foundations of Kinesiology*

The purpose of this course is to provide students with an overview of the disciplinary knowledge that includes the historical development of physical education, kinesiology, exercise science, and sport. This course offers the student both an introduction to the knowledge base, as well as information on expanding career opportunities.
Credit: 3 semester hours

PHED 1304 Personal/Community Health*

This course provides an introduction to the fundamentals, concepts, strategies, applications, and contemporary trends related to understanding personal and/or community health issues. This course also focuses on empowering various populations with the ability to practice healthy living, promote healthy lifestyles, and enhance individual well-being. Three lecture hours per week.
Credit: 3 semester hours

PHED 1331 Physical Education for Elementary Education Majors*

An overview of the program of activities in elementary school physical education. Includes The study and practice of activities and principles that promote physical fitness with an emphasis on historical development, philosophical implications, physical fitness, and kinesiology. Three lecture hours per week.
Credit: 3 semester hours

PHED 1338 Concepts of Physical Fitness*

This course is designed to familiarize students with knowledge, understanding and values of health related fitness and its influence on the quality of life emphasizing the development and implementation of fitness programs. Three lecture hours per week.
Credit: 3 semester hours

PHED 1346 Drug Use & Abuse*

Study of the use, misuse and abuse of drugs and other harmful substances in today's society. Physiological, sociological, pharmacological and psychological factors will be emphasized. Three lecture hours per week.
Credit: 3 semester hours

Physics

PHYS 1317 Physical Science II*

Course designed for non-science majors that surveys topics from physics, chemistry, geology, astronomy, and meteorology. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: Meet TSI college-readiness standard for Mathematics.

PHYS 1401 College Physics I*

Fundamental principles of physics, using algebra and trigonometry; the principles and applications of classical mechanics and thermodynamics, including harmonic motion, mechanical waves and sound, physical systems, Newton's Laws of Motion, and gravitation and other fundamental forces; with emphasis on problem solving. Three lecture hours, four laboratory hours per week.
Credit: 4 semester hours
Prerequisite: MATH 2412 or Math 1316**
**MATH 1316 not offered every year.

PHYS 1402 College Physics II*

Fundamental principles of physics, using algebra and trigonometry; the principles and applications of electricity and magnetism, including circuits, electrostatics, electromagnetism, waves, sound, light, optics, and modern physics topics; with emphasis on problem solving. Three lecture hours, four laboratory hours per week.
Credit: 4 semester hours
Prerequisite: PHYS 1401 and MATH 2412 or MATH 1316

PHYS 1403 Stars and Galaxies*

Study of stars, galaxies, and the universe outside our solar system. Three lecture hours, three laboratory hours per week.
Credit: 4 semester hours

PHYS 1404 Solar System*

Study of the sun and its solar system, including its origin. Three lecture hours, three laboratory hours per week.
Credit: 4 semester hours

PHYS 1415 Physical Science I*

Course, designed for non-science majors, that surveys topics from physics, chemistry, geology, astronomy, and meteorology. Three lecture hours, three laboratory hours per week.
Credit: 4 semester hours
Prerequisite: Meet TSI college-readiness standard for Mathematics.

PHYS 1417 Physical Science II*

Course, designed for non-science majors, that surveys topics from physics, chemistry, geology, astronomy, and meteorology. Three lecture hours, three laboratory hours per week.
Credit: 4 semester hours
Prerequisite: Meet TSI college-readiness standard for Mathematics.

PHYS 2425 University Physics I*

Fundamental principles of physics, using calculus, for science, computer science, and engineering majors; the principles and applications of classical mechanics, including harmonic motion, physical systems and thermodynamics; and emphasis on problem solving. Three lecture hours, three laboratory hours per week.
Credit: 4 semester hours
Prerequisite: MATH 2413 or approval of chairperson

PHYS 2426 University Physics II*

Principles of physics for science, computer science, and engineering majors, using calculus, involving the principles of electricity and magnetism, including circuits, electromagnetism, waves, sound, light, and optics. Three lecture hours, three laboratory hours per week.
Credit: 4 semester hours
Prerequisite: PHYS 2425 and MATH 2414

Psychology

PSYC 2301 General Psychology*

General Psychology is a survey of the major psychological topics, theories and approaches to the scientific study of behavior and mental processes. Three lecture hours per week.
Credit: 3 semester hours

PSYC 2314 Lifespan Growth and Development*

Life-Span Growth and Development is a study of social, emotional, cognitive and physical factors and influences of a developing human from conception to death. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: PSYC 2301

PSYC 2317 Statistical Methods in Psychology*

This course covers descriptive and inferential statistics used in psychological research and assessment. It includes measurement, characteristics of distributions; measures of central tendency and variability; transformed scores; correlation and regression; probability theory; and hypotheses testing and inference. Three lecture hours per week.
Credit: 3 semester hours

PSYC 2319 Social Psychology*

Study of individual behavior within the social environment. May include topics such as the socio-psychological process, attitude formation and change, interpersonal relations, and group processes, self, social cognition, and research methods. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: PSYC 2301

PSYC 2320 Abnormal Psychology*

This course provides an introduction to the psychological, biological, and socio-cultural factors involved in the development, diagnosis, and treatment of psychological disorders. It includes a review of the historical understanding of abnormal behavior and the development of modern diagnostic systems. It includes discussion of psychological research and practice as it relates to mental helath and psychological functioning as well as legal and ethical issues.
Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: PSYC 2301

PSYC 2330 Biological Psychology*

An introduction to the biological bases of behavior. Topics include evolution, genetics, research methods in behavioral neuroscience, motivation and emotion, sensation and perception, learning and memory. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: PSYC 2301

Real Estate

RELE 1300 Contracts Forms and Addenda

Promulgated Contract Forms, shall include but is not limited to unauthorized practice of law, broker—lawyer committee, current promulgated and approved forms, commission rules governing use forms and case studies involving use of forms. Three hours lecture per week.
Credit: 3 Semester Hours

RELE 1303 Real Estate Appraisal

A study of the central purposes and functions of an appraisal, social and economic determinant of value, appraisal case studies, cost, market data and income approaches to value estimates, final correlations, and reporting. Three lecture hours per week.
Credit: 3 semester hours

RELE 1307 Real Estate Investment

Characteristics of real estate investments. Includes techniques of investment analysis, time-valued money, discounted and non-discounted investment criteria, leverage, tax shelters, depreciation, and applications to property tax. Three lecture hours per week.
Credit: 3 semester hours

RELE 1309 Real Estate Law

Provides a study of legal concepts of real estate, land description, real property rights, estates in land, contracts, conveyances, encumbrances, foreclosures, recording procedures, and evidence of title. Three lecture hours per week.
Credit: 3 semester hours

RELE 1311 Law of Contracts

Elements of a contract, offer and acceptance, statute of frauds, specific performance and remedies for breach, unauthorized practice of law, commission rules relating to use of adopted forms and owner disclosure requirements. Three lecture hours per week.
Credit: 3 semester hours

RELE 1315 Property Management

A study of the role of the property manager, landlord policies, operational guidelines, leases, lease negotiations, tenant relations, maintenance, reports, habitability laws, and the Fair Housing Act. Three lecture hours per week.
Credit: 3 semester hours

RELE 1319 Real Estate Finance

Monetary systems, primary and secondary money markets, sources of mortgage loans, federal government programs, loan applications, processes and procedures, closing costs, alternative financial investments, equal credit opportunity laws affecting mortgage lending, Community Reinvestment Act, and the state housing agency. Three lecture hours per week.
Credit: 3 semester hours

RELE 1321 Real Estate Marketing

Real estate professionalism and ethics; characteristics of successful salespersons, time management; psychology of marketing; listing procedures; advertising; negotiating and closing financing; and the deceptive trade practice act and commercial code. Three lecture hours per week.
Credit: 3 semester hours

RELE 1325 Real Estate Mathematics

Basic arithmetic skills. Includes mathematical logic, percentages, interest, time, value of money, depreciation, amortization, proration and estimation of closing statements. Three lecture hours per week

Credit: 3 semester hours

RELE 1406 Principles of Real Estate

A complete overview of licensing as a broker or salesperson. Includes ethics of practice as a license holder, titles to and conveyance of real estate, legal descriptions, deeds, encumbrances and liens, distinctions between personal and real property, appraisal, finance and regulations, closing procedures and real estate mathematics. Covers at least three hours of classroom instruction on federal, state and local laws relating to housing, discrimination, housing credit discrimination and community reinvestment. Fulfills the 4 semester hours of Principals of Real Estate required for salesperson license. Four lecture hours per week.

Credit: 4 semester hours

RELE 2301 Law of Agency

A study of law of agency including principal-agent and master-servant relationships, the authority of an agent, the termination of an agent's authority, the fiduciary and other duties of an agent, employment law, deceptive trade practices, listing or buying procedures, and the disclosure of an agency. Three lecture hours per week

Credit: 3 semester hours

RELE 2331 Real Estate Brokerage

A study of law of agency, planning and organization, operational policies and procedures, recruiting, selection and training of personnel, records and control, and real estate firm analysis and expansion criteria. Three lecture hours per week.

Credit: 3 semester hours

RELE 2389 Internship - Real Estate

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the College and the employer.

Credit: 3 semester hours

Respiratory Care/Therapy

RSPT 1141 Respiratory Home Care/Rehabilitation

A study of respiratory home care/rehabilitation equipment, procedures, and patient education. One hour lecture per week.

Credit: 1 semester hour

Pre-requisites: RSPT 2210, RSPT 1340, RSPT 2317, RSPT 2266

RSPT 1160 Clinical/Respiratory Care

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. Direct supervision is provided by the clinical professional. Six hours clinical per week.
Credit: 1 semester hours
Co-requisite RSPT 1201, RSPT 1329

RSPT 1201 Introduction to Respiratory Care

An introduction to the field of respiratory care. Topics include the history of respiratory care, hospital organization, medical malpractice, ethics, vital signs, body mechanics, cardiopulmonary assessment, infection control. Two lecture hours and one hour lab hour per week.
Credit: 2 semester hour
Co-requisite: RSPT 1160, RSPT 1329

RSPT 1207 Cardiopulmonary A&P

Anatomy and Physiology of the cardiovascular and pulmonary systems. One hour lecture, four hour lab per week.
Credit: 2 semester hours

RSPT 1240 Advanced Cardiopulmonary Anatomy and Physiology

Provides an advanced presentation of anatomy and physiology of the cardiovascular and pulmonary system. Two hours lecture, one hour lab per week.
Credit: 2 semester hours
Pre-requisites: RSPT 1207

RSPT 1261 Clinical Respiratory Care

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Eight hours clinical per week.
Credit: 2 semester hours
Pre-requisite 1361

RSPT 1311 Respiratory Care Procedures II

Develops essential knowledge and skills of airway care and mechanical ventilation. Two hours lecture and four hours lab per week.
Pre-requisites: RSPT 1201, RSPT 1410
Co-requisites: RSPT 1340, RSPT 1361, RSPT 2139, RSPT 2216
Credit: 3 semester hours

RSPT 1329 Respiratory Care Fundamentals I

Introduction to respiratory care fundamentals. Utilize data related to patient assessment: prepare equipment for function, operation and cleanliness; perform infection control, vital signs, physical assessment, medical gas therapy, and humidity/aerosol therapy; identify equipment, malfunctions; and maintain patient records. Two hours lecture and four lab hours per week.
Credit: 3 semester hours
Co-requisites: RSPT 1201, RSPT 1160

RSPT 1340 Advanced Cardiopulmonary Anatomy and Physiology

Provides an advanced presentation of anatomy and physiology of the cardiovascular and pulmonary system. Two lecture hours and four lab hours per week.
Credit: 3 semester hours
Co-requisites: RSPT 1201, RSPT 1160, RSPT 1410

RSPT 1361 Clinical Respiratory Care

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Sixteen hours clinical per week.
Credit: 3 semester hours
Pre-requisites: RSPT 1160, RSPT 1201, RSPT 1329

RSPT 1410 Respiratory Care Procedures I

Essential knowledge of the equipment and techniques used in the treatment of cardiopulmonary disease. Three hours lecture and four hours lab per week.
Credit: 4 semester hours
Co-requisites: RSPT 1201, RSPT 1160, RSPT 2402

RSPT 2139 Advanced Cardiac Life Support

This course addresses current skills and knowledge pertinent to Advanced Cardiac Life Support with an emphasis on airway management. Designed to develop skills for resuscitation of the adult. Includes strategies for managing and stabilizing the cardiopulmonary arrested patient. The student will receive certification. Laboratory fee charged. One hour lecture, one hour lab per week.
Credit: 1 semester hour
Pre-requisites: RSPT 1160

RSPT 2147 Specialties in Respiratory Care

Emerging and specialty practices in respiratory care. One hour lecture, one hour lab per week.
Credit: 1 semester hour
Pre-requisites: RSPT 1201, RSPT 1410
Co-requisites: RSPT 1261, RSPT 2414

RSPT 2167 Practicum-Respiratory Care

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Sixteen hours clinical per week.
Credit: 1 semester hours
Pre-requisites: RSPT 2267

RSPT 2210 Cardiopulmonary Disease

Etiology, pathogenesis, pathology, diagnosis, history, prognosis, manifestations, treatment, and detection of cardiopulmonary diseases. One hour lecture per week, four hour lab per week.
Credit: 2 semester hours
Pre-requisites: RSPT 1340

RSPT 2217 Respiratory Care Pharmacology

A study of drugs that affect the cardiopulmonary systems. Emphasis on classification, route of administration, dosages/calculations, and physiological interactions. Two hours lecture and one hour lab per week.
Credit: 2 semester hours

RSPT 2230 Respiratory Care Examination Preparation

Comprehensive review to optimize respiratory care credentialing exam success. One lecture hour per week, four lab hours per week.
Credit: 2 semester hours
Pre-requisites: RSPT 1201, RSPT 2358, RSPT 1410, RSPT 1340, RSPT 1311, RSPT 2353, RSPT 2210
Co-requisites: RSPT 2130, RSPT 2231

RSPT 2231 Simulations in Respiratory Care

Theory of clinical simulation examinations. Includes construction types, scoring, and mechanics of taking the computerized simulation examination. One hour lecture, four hours lab per week.
Credit: 2 semester hour
Pre-requisites: RSPT 2267, RSPT 1141, RSPT 1329, RSPT 1240, RSPT 2210, RSPT 1101, RSPT 2317, RSPT 2314, RSPT 2353,

RSPT 2266 Practicum—Respiratory Care

Practical, general workplace training supported by an individualized learning plan developed by the employer, college and student. Sixteen hours clinical experience per week.
Credit: 2 semester hours
Pre-requisites: RSPT 1160, RSPT 1361, RSPT 1261

RSPT 2267 Practicum—Respiratory Care

Practical, general workplace training supported by an individualized learning plan developed by the employer, college and student. Fourteen hours clinical experience per week.
Credit: 2 semester hours
Pre-requisites: RSPT 2266

RSPT 2353 Neonatal/Pediatric Cardiopulmonary Care

A study of neonatal/pediatric cardiopulmonary care. Two hours lecture, three hours lab per week.
Credit: 3 semester hours
Pre-requisites: RSPT 2314, RSPT 1101, RSPT 1329, RSPT 1261

RSPT 2355 Critical Care Monitoring

Advanced monitoring techniques used to assess a patient in the critical care setting. Two hours lecture, four hours lab per week.
Credit: 3 semester hours
Pre-requisites: RSPT 2314, RSPT 2210, RSPT 1240, RSPT 2266

RSPT 2358 Respiratory Care Patient Assessment

Integration of patient examination techniques, including patient history and physical exam, lab studies, x-ray, pulmonary function, arterial blood gases, and invasive and noninvasive hemodynamics. Two lecture hours, four lab hours per week.
Credit: 3 semester hours
Co-requisites: RSPT 2353, RSPT 2210, RSPT 2266

RSPT 2414 Mechanical Ventilation

The study of mechanical ventilation with emphasis on ventilator classification, methods, principles, and operational characteristics. Three hours lecture, four hours lab per week.
Credit: 4 semester hours
Pre-requisites: RSPT 1361, RSPT 1201, RSPT 1311, RSPT 1410, RSPT 1340, RSPT 2210

Sociology

SOCI 1301 Introductory Sociology*

The scientific study of human society, including ways in which groups, social institutions, and individuals affect each other. Causes of social stability and social change are explored through the application of various theoretical perspectives, key concepts, and related research methods of sociology. Analysis of social issues in their institutional context may include topics such as social stratification, gender, race/ethnicity, and deviance. Three lecture hours per week.
Credit: 3 semester hours

SOCI 1306 Social Problems*

Application of sociological principles and theoretical perspectives to major social problems in contemporary society such as inequality, crime and violence, substance abuse, environmental issues, deviance , or family problems. Three lecture hours per week.
Credit: 3 semester hours

SOCI 2301 Marriage and the Family*

Sociological and theoretical analysis of the structures and functions of the family, the varied cultural patterns of the American family, and the relationships that exist among the individuals within the family, as well as the relationships that exist between the family and other institutions in society. Three lecture hours per week.
Credit: 3 semester hours

Spanish

SPAN 1411 Beginning Spanish I*

Basic Spanish language skills in listening, speaking, reading, and writing within a cultural framework. Students will acquire the vocabulary and grammatical structures necessary to communicate and comprehend at the beginner level. Three lecture hours, one lab hour per week.
Credit: 4 semester hours

SPAN 1412 Beginning Spanish II*

Continued development of basic Spanish language skills in listening, speaking, reading, and writing within a cultural framework. Students acquire the vocabulary and grammatical structures necessary to communicate and comprehend at the high beginner to low intermediate level. Three lecture hours, one lab hour per week.
Credit: 4 semester hours
Prerequisite: SPAN 1411

SPAN 2311 Intermediate Spanish I*

The consolidation of skills acquired at the introductory level. Further development of proficiency in listening, speaking, reading and writing. Emphasis on comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: SPAN 1412 or advanced standing by examination

SPAN 2312 Intermediate Spanish II*

The consolidation of skills acquired at the introductory level. Further development of proficiency in listening, speaking, reading and writing. Emphasis on comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: SPAN 2311

Speech

SPCH 1315 Public Speaking*

Application of communication theory and practice to the public speaking context, with emphasis on audience analysis, speaker delivery, ethics of communication, cultural diversity, and speech organizational techniques to develop students' speaking abilities, as well as ability to effectively evaluate oral presentations. Three lecture hours per week.
Credit: 3 semester hours

SPCH 1318 Interpersonal Communication*

Application of communication theory to interpersonal relationship development, maintenance, and termination in relationship contexts including friendships, romantic partners, families, and relationships with co-workers and supervisors. Three lecture hours per week.
Credit: 3 semester hours

SPCH 1321 Business & Professional Communication*

Study and application of communication within the business and professional context. Special emphasis will be given to communication competencies in presentations, dyads, teams and technologically mediated formats. Three lecture hours per week.
Credit: 3 semester hours

SPCH 2333 Discussion and Small Group Communication*

Discussion and small group theories and techniques as they relate to the group process and interaction. Three lecture hours per week.
Credit: 3 semester hours
Prerequisite: ENGL 1301 or permission of the course instructor, or Division Chair.

Surgical Technology

HPRS 2200 Pharmacology for Health Professions

A study of drug classifications, actions, therapeutic uses, adverse effects, routes of administration, and calculation of dosages.
Two lecture hours per week
Credit: 2 Semester Hours

HPRS 2201 Pathophysiology

Study of the pathology and general health management of diseases and injuries across the life span. Topics include etiology, symptoms, and the physical and psychological reactions to diseases and injuries.
Two lecture hours per week
Credit: 2 Semester Hours

HPRS 2221 Medical Law and Ethics for Health Professionals

Principles, procedures, and regulations governing the legal and ethical relationships among physicians, patients, and health care professionals. Includes current ethical issues related to the various healthcare professions and patient confidentiality. Two lecture hours per week.
Credit: 2 Semester Hours

SRGT 1244 Technological Sciences for the Surgical Technologist

Specialized surgical modalities covered include endoscopy, microsurgery, therapeutic surgical energies, and other integrated science technologies. Two lecture hours per week.
Credit: 2 Semester Hours

SRGT 1405 Introduction to Surgical Technology

Orientation to surgical technology theory, surgical pharmacology and anesthesia, technological sciences, and patient care concepts. Three lecture hours and three lab hours per week.
Credit: 4 Semester Hours

SRGT 1409 Fundamentals of Perioperative Concepts and Techniques

In-depth coverage of perioperative concepts such as aseptic principles and practices, infectious processes, wound healing, and creation and maintenance of the sterile field. Three lecture hours and four lab hours per week.
Credit: 4 semester hours

SRGT 1441 Surgical Procedures I

Introduction to surgical pathology and its relationship to surgical procedures. Emphasis on surgical procedures related to the general, OB/GYN, genitourinary, otorhinolaryngology, and orthopedic surgical specialties incorporating instruments, equipment, and supplies required for safe patient care. Two lecture hours and four lab hours per week.
Credit: 4 Semester Hours

SRGT 1442 Surgical Procedures II

Introduction to surgical pathology and its relationship to surgical procedures. Emphasis on surgical procedures related to the cardiothoracic, peripheral vascular, plastic/reconstructive, ophthalmology, oral/maxillofacial, and neurological surgical specialties incorporating instruments, equipment, and supplies required for safe patient care. Four lecture hours, one lab hour per week.
Credit: 5 Semester Hours

SRGT 2130 Professional Readiness

Overview of professional readiness for employment, attaining certification, and maintaining certification status. A capstone experience may be included. One lecture hour per week.
Credit: 1 semester hour

SRGT 2460 Clinical III-Surgical Technology/Technologist

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Twenty-four clinical hours per week (240 clinical hours total).
Credit: 4 Semester Hours

SRGT 2661 Clinical – Surgical Technology/Technologist

A health-related work-based learning experience that enables the students to apply specialized occupational theory, skills and concepts. Direct supervision is provided by the clinical professional. Twenty-four clinical hours per week (240 Clinical Hours total).
Credit: 6 Semester hours

VNSG 1420 Anatomy and Physiology for Allied Health

Study of the structure (anatomy) and function (physiology) of the human body, including the neuroendocrine, integumentary, musculoskeletal, digestive, urinary, reproductive, respiratory, and circulatory systems. Four lecture hours per week.

Vocational Nursing

See Nursing for a complete listing of courses.

Welding

WLDG 1337 Intro to Welding Metallurgy

A study of ferrous and nonferrous metals from the ore to the finished product. Emphasis on metal alloys, heat treating, hard surfacing, welding techniques, forging, foundry processes, and mechanical properties of metal including hardness, machinability, and ductility. Two hours lecture, two lab hours per week.
Credit: 3 semester hours

WLDG 1412 Introduction to Flux Cored Arc Welding (FCAW)

An overview of terminology, safety procedures, and equipment set-up. Practice in performing various joints using Flux Cored Arc Welding (FCAW) equipment. Two hours lecture, four lab hours per week.
Credit: 4 semester hours

WLDG 1413 Introduction to Blueprint Reading for Welders

A study of industrial blueprints. Emphasis placed on terminology, symbols, graphic description, and welding processes. Includes systems of measurement and industry standards. Also includes interpretation of plans and drawings used by industry to facilitate field application and production. Two hours lecture, four lab hours per week.
Credit: 4 semester hours

WLDG 1417 Introduction to Layout and Fabrication

A fundamental course in layout and fabrication related to the welding industry. Major emphasis on structural shapes and use in construction. Two lecture hours, four lab hours per week.
Credit: 4 semester hours

WLDG 1421 Introduction to Welding Fundamentals

An introduction to the fundamentals of equipment used in oxyacetylene and arc welding, including welding and cutting safety, basic oxyacetylene welding and cutting, basic arc welding processes and basic metallurgy. Two lecture hours, four lab hours per week.
Credit: 4 semester hours

WLDG 1428 Introduction to SMAW

An overview of terminology, safety procedures, and equipment set-up. Practice in performing T-joints, lap joints, and butt joints using self-shielding and dual-shield electrodes. Two lecture hours, four lab hours per week.
Credit: 4 semester hours Prerequisite:
WLDG 1421 Intro to Welding Fundamentals

WLDG 1430 Introduction to Gas Metal Arc Welding (GMAW)

A study of the principles of gas metal arc welding, set up and use of Gas Metal Arc Welding (GMAW) equipment, and safe use of tools/equipment. Instruction in various joint designs. Two lecture hours, four lab hours per week.
Credit: 4 semester hours
Prerequisites: WLDG 1421 Intro to Welding Fundamentals or approval of instructor

WLDG 1434 Introduction to Gas Tungsten Arc Welding (GTAW)

An introduction to the principles of gas tungsten arc welding (GTAW), setup/use of GTAW equipment, and safe use of tools and equipment. Welding instruction in various positions on joint designs. Two lecture hours, four lab hours per week.
Credit: 4 semester hours
Prerequisites: WLDG 1421 Intro to Welding Fundamentals

WLDG 1435 Introduction to Pipe Welding

An introduction to welding of pipe using the shielded metal arc welding process (SMAW), including electrode selection, equipment setup, and safe shop practices. Emphasis on weld positions 1G and 2G welds using various electrodes. Two lecture hours, four lab hours per week.
Credit: 4 semester hours
Prerequisite: WLDG 1421 Intro to Welding Fundamentals

WLDG 1457 Intermediate SMAW

A study of the production of various fillets and groove welds. Preparation of specimens for testing in various positions. Two lecture hours, four lab hours per week.
Credit: 4 semester hours
Prerequisites: WLDG 1421 Intro to Welding Fundamentals & WLDG 1428 Introduction to SMAW

WLDG 2406 Intermediate Pipe Welding

A comprehensive course on the welding of pipe using the shielded metal arc welding (SMAW) and/or other processes. Welds will be done using various positions. Topics covered include electrode selection, equipment setup, and safe shop practices. Two hours lecture, four lab hours per week.
Credit: 4 semester hours
Prerequisites: WLDG 1435 Intro to Pipe Welding

WLDG 2435 Advanced Layout & Fabrication

An advanced course in layout and fabrication. Includes production and fabrication of layout, tools, and processes. Emphasis on application of fabrication and layout skills. Two hours lecture, four lab hours per week.
Credit: 4 semester hours
Prerequisite: WLDG 1417 Intro to Layout & Fabrication or approval of instructor

WLDG 2443 Advanced Shielded Metal Arc Welding (SMAW)

Advanced topics based on accepted welding codes. Training provided with various electrodes in shielded metal arc welding processes with open v-groove joints in all positions. Two hours lecture, four lab hours per week.
Credit: 4 semester hours
Prerequisite: WLDG 1421 Intro to Welding Fundamentals or approval of instructor

WLDG 2451 Advanced GTAW

Advanced topics in GTAW welding, including welding in various positions and directions. Two hours lecture, four lab hours per week.
Credit: 4 semester hours
Prerequisite: WLDG 1434 Intr to GTAW or approval of instructor

WLDG 2452 Advanced Flux Cored Arc Welding (FCAW)

Advanced concepts of flux cored arc welding of structural and fabricated steel products. Skill development in multi-pass fillet and v-groove welding. Two hours lecture, four lab hours per week.
Credit: 4 semester hours
Prerequisite: WLDG 1412 Intro to FCAW or approval of instructor

WLDG 2453 Advanced Pipe Welding

Advanced topics involving welding of pipe using the shielded metal arc welding (SMAW) process. Topics include electrode selection, equipment setup, and safe shop practices. Emphasis on weld positions 5G and 6G using various electrodes. Two hours lecture, four lab hours per week.
Credit: 4 semester hours
Prerequisite: WLDG 1435 Intro to Pipe Welding or approval of instructor

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