### ACADEMIC PROGRAMS INDEX

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<td>Nursing/ADN: Career Mobility</td>
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<td>Emergency Medical Paramedic</td>
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<td>Surgical Technology</td>
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ELECTIVES

For purposes of fulfilling program requirements, Calhoun provides the following definitions:

Areas Recommended As Humanities at Calhoun

Courses in humanities ideally serve to give the student a broader understanding of the dimensions of man, the human condition, and human culture. The student may select courses from the following areas to satisfy Calhoun requirements (A=Fine Arts, H=Humanities):

- Art (A)
- Foreign Language (H)
- Literature (H)
- Music (A)
- Philosophy (H)
- Religion (H)
- Theatre (A)
- Anthropology
- Economics
- Geography
- History
- Political Science
- Psychology
- Sociology

Each student should work closely with his/her advisor to determine the course preference for transfer to a specific program, college, or university.

Areas Recommended As Social and/or Behavioral Sciences at Calhoun

Courses in the social sciences should give the student a broader understanding of social systems and the ways in which human beings relate to each other and to socio-economic-political conditions. At Calhoun, students may select courses from the following areas to satisfy Calhoun requirements:

- Anthropology
- Economics
- Geography
- History
- Political Science
- Psychology
- Sociology
- Astronomy
- Biology
- Chemistry
- Physical Geography
- Physical Science
- Physics

Calhoun Community College has general educational outcomes expected of all graduates. All students graduating from Calhoun Community College will have competencies in critical thinking; communication; quantitative reasoning; scientific reasoning; cultural literacy; information and computer literacy and diversity. In each of the general education courses, students will cultivate these skills.
AWARDS CONFERRED BY CALHOUN COMMUNITY COLLEGE

Associate of Science Degree: The Associate of Science (A.S.) degree is the award conferred on students who wish to transfer to an Alabama senior institution and pursue a Bachelor’s Degree (B.S. or B.A.). The Associate’s degree is comprised of five areas (Area I-V) intended to provide the student with a foundation of general education courses in Areas I-IV and more specific courses that provide a base in the pre-major area of study in Area V.

Associate of Applied Science Degree: The Associate of Applied Science (A.A.S.) degree is the award conferred on students who wish to complete two years of education at the community college level and then enter the workforce. While many courses taken in an A.A.S. degree program will transfer to an Alabama senior institution, the degree is not designed as a transfer degree.

Certificate: The certificate is the award conferred on students who wish to train or retrain in a specific field or skill and enter or re-enter the workplace with a new or more advanced skill set.

ACADEMIC PROGRAMS

ASSOCIATE OF SCIENCE (A.S.) DEGREE

Calhoun Community College students graduating with the Associate of Science (A.S.) degree can transfer with junior status into a variety of majors at Alabama Public Colleges and Universities. The courses taken for the A.S. degree must be those approved by the Articulation and General Studies Committee (AGSC) as listed in the STARS Guide (see the end of this section for more information on the STARS Guide). Examples of majors into which students with the A.S. Degree may transfer include:

- Accounting
- Agriscience
- Art
- Biological Science
- Biotechnology
- Business
- Chemistry
- Child Development
- Communication Studies
- Computer Information Systems
- Criminal Justice
- Economics
- Elementary/Secondary/Career
  - Technical Teacher Education
- Engineering
- English
- Fire Science Management
- General Studies
- Health and Physical Education
- History
- Human Development & Family Studies
- Management
- Management Information Systems
- Marketing
- Mathematics
- Music Education
- Nursing
- Photography and Film Communications
- Physics
- Pre-Law
- Pre-Medicine/ Pre-Dentistry/Pre-Pharmacy/
  - Pre-Veterinary Medicine
- Psychology
- Public Safety Administration
- Sociology
- Telecommunications & Film/Broadcasting
- Theatre Arts

To achieve junior status upon transferring to an Alabama Public College or University the student must

1. Print and sign a dated STARS Guide for the major at the College/University to which the student plans to transfer. It is recommended that the student do this prior to or during the first semester at Calhoun. See the end of this section for more information on the STARS Guide;
2. Complete all coursework at Calhoun as outlined by the STARS Guide;
3. Transfer within four years from the date printed on the original, signed STARS Guide;
4. Upon transfer, take the original, signed and dated STARS Guide to the transfer College/University.
ASSOCIATE OF SCIENCE DEGREE (A.S.)

With Course Listings Approved by the Articulation and General Studies Committee updated 04/10/2009

ORI 101 Orientation 1 Credit Hour

• ORI 101 ................................................................. ___

Area I: Written Composition I and II 6 Credit Hours

• ENG 101 and ENG 102 (A minimum grade of “C” is required.) .............. ___   ___

Area II: Humanities/Fine Arts/Speech 12 Credit Hours

(9 Hours for Engineering)

• Must complete a minimum of 3 semester hours in Literature. Select from:
  ENG 251, ENG 252, ENG 261, ENG 262, ENG 271 and/or ENG 272 ............. ___
  Must complete a 6 semester hour sequence in either Literature or
  History according to the student’s major and transfer plans.
  See an academic advisor AND stars.troy.edu
• Must complete 3 semester hours in the Fine Arts. Select from:
  ART 100, ART 203, ART 204, MUS 101, THR 120 or THR 126 .............. ___
• Select remaining hours from:
  ART 100, ART 203, ART 204, ENG 251, ENG 252, ENG 261,
  ENG 262, ENG 271, ENG 272, FRN 101, FRN 102, FRN 201, FRN 202,
  GRN 101, GRN 102, GRN 201, GRN 202, MUS 101, PHL 106,
  PHL 206, REL 100, REL 151, REL 152, SPA 101, SPA 102, SPA 201,
  SPA 202, SPH 107, SPH 116, THR 120, or THR 126 ...................... ___   ___

Area III: Natural Science and Mathematics 11-12 Credit Hours

• Must complete a minimum of 3 semester hours in Mathematics.
  Select from:
  MTH 110, MTH 112 or higher (except MTH 116, 231, 232 or 265) .......... ___
  Some senior institutions will accept no lower than MTH 112.
  See an academic advisor AND stars.troy.edu
  to determine specific course(s) to take.
• Must complete a minimum of 8 semester hours in Natural Sciences
  which must include laboratory experience. Select from:
  AST 220, BIO 103, BIO 104, CHM 104, CHM 105, CHM 111,
  CHM 112, GEO 101, GEO 102, PHS 111, PHS 112, PHY 213 and
  PHS 216, OR PHS 214 and PHS 217 .............................................. ___   ___

Area IV: History, Social, and Behavioral Sciences 12 Credit Hours

(9 Hrs for Engineering)

• Must complete a minimum of 3 semester hours in History.
  Select from:
  HIS 121 and/or HIS 122 OR HIS 201 and/or HIS 202 ......................... ___
  Must complete 6 semester hour sequence in either Literature or
  History according to the student’s major and transfer plans.
  See an academic advisor AND stars.troy.edu
• Select remaining hours from: ANT 200, ANT 210, ANT 220,
  ANT 226, ANT 230, ECO 231, 232, GEO 100, HIS
  121, HIS 122, HIS 201, HIS 202, POL 200, POL 211,
  PSY 200, PSY 210, SOC 200 or SOC 210 ...................................... ___   ___
Total General Education Requirements (Areas I-IV) 41-42 Credit Hours (39 Hrs for Engineering)

Area V: Pre-Professional, Pre-Major, and Elective Courses 19-22 Credit Hours (25 Hrs for Engineering)

- Courses appropriate to the degree requirements according to the student’s major and transfer plans. See an academic advisor AND stars.troy.edu

Total Credits Required for A.S. Degree (Areas I-V) 60-64 Credit Hours

STATEWIDE TRANSFER AND ARTICULATION REPORTING SYSTEM (STARS)

The Statewide Transfer and Articulation Reporting System (STARS) is a web-accessible database system which provides guidance and direction to public two-year college students who plan to transfer to an Alabama public college or university. STARS allows public two-year students in Alabama to obtain a Transfer Guide/Agreement for the major of their choice. This Guide/Agreement, if used correctly, guides students through their first two years of coursework and prevents loss of credit hours upon transfer to the chosen public four-year college or university in Alabama. To use STARS, the student should know his or her major and the college or university to which he/she intends to transfer.

Courses listed in a STARS Transfer Guide/Agreement have been approved by the Articulation and General Studies Committee (AGSC) for transfer and outline the first two years of coursework relative to a major and are intended to serve as pre-major/pre-professional curricula. A student may not substitute courses for those required in STARS.

If the STARS Guide (also called an Articulation Agreement) is followed exactly and the declared major is not changed, a student can transfer to an Alabama Public College or University without a loss of credit hours. For more information, consult an academic advisor and visit the STARS website at stars.troy.edu.

Students must accept the final responsibility for becoming familiar with the requirements of the Alabama Public College or University to which they intend to transfer. The student is advised that in many cases changing from one major to another, at the same transfer school, may result in the student having to take additional courses. Because course requirements frequently change between printings of catalogs, students should consult program advisors at their transfer schools.
ASSOCIATE OF APPLIED SCIENCE DEGREES (A.A.S.) AND CERTIFICATES

APPLIED TECHNOLOGY

The Associate of Applied Science Degree in Applied Technology will prepare graduates for employment in various technical career paths including aerospace technology, air conditioning & refrigeration, automation/robotics, design drafting, electrical technology, industrial maintenance (electrical, HVAC, instrumentation, and mechanical), machine tool technology, and process technology. Graduates will be prepared to work in a team-centered environment with demanding quality and safety standards. This program also provides enhancement training for individuals seeking skill advancement in their current positions. Graduates may also choose to pursue a baccalaureate degree in appropriate academic areas.

AEROSPACE TECHNOLOGY

With Concentration in Structures & Assembly or Welding

The Associate of Applied Science Degree in Applied Technology with a major in Aerospace Technology will prepare graduates for employment in aerospace and related industries through classroom and laboratory instruction in propulsion structure and assembly or welding.

AEROSPACE TECHNOLOGY/AEROSPACE FUNDAMENTALS

Short Term Certificate

Program Code: CTL.ADM.ARS.FUN CIP CODE: 15.0613

AEROSPACE FUNDAMENTALS COURSE REQUIREMENTS:

ENG 101 English Composition ........................................................... 3
ADM 102 Computer Aided Design ...................................................... 3
ADM 103 Introduction to Computer Integrated Manufacturing/Materials & Processes ........................................... 3
ADM 104 Introduction to Thermal/Electrical Principles ..................... 3
ADM 105 Fluid Systems .................................................................. 3
ADM 106 Quality Control Concepts .................................................. 3
*CIS 146 Microcomputer Applications .............................................. 3

AEROSPACE FUNDAMENTAL COURSE REQUIREMENTS:

MTT 121 Print Reading .................................................................. 3
ARS 151 Welding Principles/Theory/Symbols .................................. 3
ARS 176 Electrical/Electronic Assembly .......................................... 3
ARS 178 Aerospace Mechanical Assembly .................................. 3
ARS 280 Surface Preparation & Coatings ..................................... 3
MTT 147 Introduction to Machine Shop I ........................................ 3
MTT 148 Introduction to Machine Shop I Lab .................................. 3

TOTAL .............................................................................................. 54

AEROSPACE TECHNOLOGY/WELDING

Short Term Certificate

Program Code: CTS.ADM.ARS.WDT CIP CODE: 15.0613

AEROSPACE/WELDING COURSE REQUIREMENTS:

ARS 153 Gas Tungsten Arc & Plasma Arc Welding ...................... 3
ARS 251 Specialized Welding Processes ....................................... 3
ARS 253 Welding Certification Preparation ................................... 3

TOTAL .............................................................................................. 12

AEROSPACE TECHNOLOGY/WELDING

Associate of Applied Science Degree Applied Technology

Program Code: AP.ADM.ARS.WDT CIP CODE: 15.0613

GENERAL EDUCATION CORE REQUIREMENTS:

ENG 101 English Composition ...................................................... 3
MTH 103 Introduction to Technical Mathematics ......................... 3
WK1 101 Work Place Skills Development ..................................... 1
SPH 107 Fundamentals of Public Speaking .................................. 3
Humanities Elective ..................................................................... 3
Social Science Elective ............................................................... 3
Natural Science or MTH Elective .................................................. 3
*CIS requirement is included in the Applied Technology Core

APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:

ADM 100 Industrial Safety ............................................................. 3
ADM 101 Precision Measurement ....................................................... 3
ADM 102 Computer Aided Design .................................................. 3
ADM 103 Introduction to Computer Integrated Manufacturing/Materials & Processes ........................................... 3
ADM 104 Introduction to Thermal/Electrical Principles ..................... 3
ADM 105 Fluid Systems ................................................................ 3
AEROSPACE FUNDAMENTAL COURSE REQUIREMENTS:

- ADM 106 Quality Control Concepts ............................................. 3
- *CIS 146 Microcomputer Applications ........................................... 3

AEROSPACE FUNDAMENTAL COURSE REQUIREMENTS:

- CIS 146 Microcomputer Applications ............................................. 3
- ADM 106 Quality Control Concepts ................................................ 3
- ADM 105 Fluid Systems ................................................................... 3
- ADM 104 Introduction to Computer
  Integrated Manufacturing/Materials & Processes ................................. 3
- ADM 103 Introduction to Computer
  Thermal/Thermal Electrical Principles ................................................. 3
- ADM 102 Computer Aided Design .................................................. 3
- ADM 101 Precision Measurement .................................................... 3
- ADM 100 Industrial Safety ............................................................. 3
- *CIS 146 Microcomputer Applications ............................................. 3

AEROSPACE TECHNOLOGY/STRUCTURES & ASSEMBLY COURSE REQUIREMENTS:

- MTT 121 Print Reading .................................................................. 3
- ARS 151 Welding Principles/Theory/Symbols ..................................... 3
- ARS 178 Aerospace Mechanical Assembly ......................................... 3
- ARS 176 Electrical/Electrical Assembly ............................................. 3
- ARS 153 Gas Tungsten Arc & Plasma Arc Welding ............................. 3
- ARS 251 Specialized Welding Processes ........................................... 3
- ARS 253 Welding Certification Preparation ........................................ 3
- ARS 280 Surface Preparation & Coatings ......................................... 3
- MTT 147 Introduction to Machine Shop I ......................................... 3
- MTT 148 Introduction to Machine Shop I Lab ..................................... 3
- ARS 284 Specialized Coating Processes ............................................. 3

AEROSPACE/WELDING COURSE REQUIREMENTS:

- ARS 284 Specialized Coating Processes ............................................ 3
- ARS 278 Composite Materials Assembly ........................................... 3
- ARS 276 Instrumentation Attachments & Adhesive Bonding Procedures ......................................................... 3
- ARS 276 Instrumentation Attachments &
  Adhesive Bonding Procedures .......................................................... 3
- ARS 275 Adhesive Bonding Procedures ............................................. 3
- ARS 253 Welding Certification Preparation ........................................ 3
- ARS 251 Specialized Welding Processes ........................................... 3
- ARS 153 Gas Tungsten Arc & Plasma Arc Welding ............................. 3
- ARS 280 Surface Preparation & Coatings ......................................... 3
- MTT 147 Introduction to Machine Shop I ......................................... 3
- MTT 148 Introduction to Machine Shop I Lab ..................................... 3
- ARS 284 Specialized Coating Processes ............................................. 3

TOTAL ................................................................................................... 73

AEROSPACE TECHNOLOGY/STRUCTURES & ASSEMBLY

Short Term Certificate

Program Code: CTS.ADM.ARS.STR CIP CODE: 15.0613

AEROSPACE/WELDING COURSE REQUIREMENTS:

- ARS 284 Specialized Coating Processes ............................................ 3
- ARS 278 Composite Materials Assembly ........................................... 3
- ARS 276 Instrumentation Attachments & Adhesive Bonding Procedures ......................................................... 3
- ARS 275 Adhesive Bonding Procedures ............................................. 3
- ARS 253 Welding Certification Preparation ........................................ 3
- ARS 251 Specialized Welding Processes ........................................... 3
- ARS 153 Gas Tungsten Arc & Plasma Arc Welding ............................. 3
- ARS 280 Surface Preparation & Coatings ......................................... 3
- MTT 147 Introduction to Machine Shop I ......................................... 3
- MTT 148 Introduction to Machine Shop I Lab ..................................... 3
- ARS 284 Specialized Coating Processes ............................................. 3

TOTAL ................................................................................................... 9

AEROSPACE TECHNOLOGY/STRUCTURES & ASSEMBLY

Associate of Applied Science Degree

Applied Technology

Program Code: AP.ADM.ARS.STR CIP CODE: 15.0613

GENERAL EDUCATION CORE REQUIREMENTS:

- ENG 101 English Composition .......................................................... 3
- MTH 103 Introduction to Technical Mathematics .............................. 3
- WKO 101 Work Place Skills Development ........................................... 1
- SPH 107 Fundamentals of Public Speaking ......................................... 3
- Humanities Elective ........................................................................ 3
- Social Science Elective .................................................................. 3
- Natural Science or MTH Elective ..................................................... 3
- *CIS requirement is included in the Applied Technology Core

APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:

- ADM 106 Quality Control Concepts ............................................. 3
- ADM 105 Fluid Systems ................................................................... 3
- ADM 104 Introduction to Computer
  Integrated Manufacturing/Materials & Processes ................................. 3
- ADM 103 Introduction to Computer
  Thermal/Thermal Electrical Principles ................................................. 3
- ADM 102 Computer Aided Design .................................................. 3
- ADM 101 Precision Measurement .................................................... 3
- ADM 100 Industrial Safety ............................................................. 3
- *CIS 146 Microcomputer Applications ............................................. 3

AEROSPACE FUNDAMENTAL COURSE REQUIREMENTS:

- MTT 121 Print Reading .................................................................. 3
- ARS 151 Welding Principles/Theory/Symbols ..................................... 3
- ARS 178 Aerospace Mechanical Assembly ......................................... 3
- ARS 176 Electrical/Electrical Assembly ............................................. 3
- ARS 153 Gas Tungsten Arc & Plasma Arc Welding ............................. 3
- ARS 251 Specialized Welding Processes ........................................... 3
- ARS 253 Welding Certification Preparation ........................................ 3
- ARS 280 Surface Preparation & Coatings ......................................... 3
- MTT 147 Introduction to Machine Shop I ......................................... 3
- MTT 148 Introduction to Machine Shop I Lab ..................................... 3

AEROSPACE/STRUCTURES & ASSEMBLY COURSE REQUIREMENTS:

- ARS 278 Composite Materials Assembly ........................................... 3
- ARS 276 Instrumentation Attachments &
  Adhesive Bonding Procedures .......................................................... 3
- ARS 275 Adhesive Bonding Procedures ............................................. 3
- ARS 253 Welding Certification Preparation ........................................ 3
- ARS 251 Specialized Welding Processes ........................................... 3
- ARS 153 Gas Tungsten Arc & Plasma Arc Welding ............................. 3
- ARS 280 Surface Preparation & Coatings ......................................... 3
- MTT 147 Introduction to Machine Shop I ......................................... 3
- MTT 148 Introduction to Machine Shop I Lab ..................................... 3

AEROSPACE/STRUCTURES & ASSEMBLY COURSE REQUIREMENTS:

- ARS 284 Specialized Coating Processes ............................................ 3
- ARS 278 Composite Materials Assembly ........................................... 3
- ARS 276 Instrumentation Attachments &
  Adhesive Bonding Procedures .......................................................... 3
- ARS 275 Adhesive Bonding Procedures ............................................. 3
- ARS 253 Welding Certification Preparation ........................................ 3
- ARS 251 Specialized Welding Processes ........................................... 3
- ARS 153 Gas Tungsten Arc & Plasma Arc Welding ............................. 3
- ARS 280 Surface Preparation & Coatings ......................................... 3
- MTT 147 Introduction to Machine Shop I ......................................... 3
- MTT 148 Introduction to Machine Shop I Lab ..................................... 3

TOTAL ................................................................................................... 73

AIR CONDITIONING & REFRIGERATION

With Concentration in Advanced ACR OR,
Indoor Air Quality, OR System Design, OR ACR Commercial, OR
ACR Business, OR ACR Controls

The purpose of this program of study is to train the student to
become an air conditioning and refrigeration technician. The student
in the program learns to install and repair air conditioning and refrig-
eration equipment in office buildings, factories, homes, food stores,
restaurants, theaters, and other establishments. The practical experi-
ences provide proficiency in cutting pipe and repair and maintenance
of refrigeration and air conditioning equipment along with load and
duct design.

AIR CONDITIONING AND REFRIGERATION/
ACR FUNDAMENTALS

Short Term Certificate

Program Code: CTS.ADM.ACR.FUN CIP CODE: 15.0613

AIR CONDITIONING & REFRIGERATION FUNDAMENTALS COURSE

Requirements:

- ACR 113 Refrigeration Piping Practices ............................................. 3
- ACR 119 Fundamentals of Gas Heating Systems ............................... 3
- ACR 120 Fundamentals of Electric Heating Systems .......................... 3
- ACR 121 Principles of Electricity for HVACR ..................................... 3
- ACR 122 HVACR Electrical Circuits ................................................ 3

TOTAL ................................................................................................... 15

AIR CONDITIONING AND REFRIGERATION/
ACR FUNDAMENTALS

Long Term Certificate

Program Code: CTL.ADM.ACR.FUN CIP CODE: 15.0613

AIR CONDITIONING & REFRIGERATION FUNDAMENTALS COURSE

Requirements:

- ENG 101 English Composition .......................................................... 3
- MTH 103 Introduction to Technical Mathematics .............................. 3
- WKO 101 Work Place Skills Development ........................................... 1
- SPH 107 Fundamentals of Public Speaking ......................................... 3
- Humanities Elective ........................................................................ 3
- Social Science Elective .................................................................. 3
- Natural Science or MTH Elective ..................................................... 3
- *CIS requirement is included in the Applied Technology Core

GENERAL EDUCATION CORE REQUIREMENTS:

- ENG 101 English Composition .......................................................... 3
- MTH 103 Introduction to Technical Mathematics .............................. 3
- WKO 101 Work Place Skills Development ........................................... 1
- SPH 107 Fundamentals of Public Speaking ......................................... 3
- Humanities Elective ........................................................................ 3
- Social Science Elective .................................................................. 3
- Natural Science or MTH Elective ..................................................... 3
- *CIS requirement is included in the Applied Technology Core
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<td>Integrated Manufacturing/Materials &amp; Processes</td>
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<td>ADM 105 Fluid Systems</td>
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<td><strong>AIR CONDITIONING &amp; REFRIGERATION FUNDAMENTALS COURSE REQUIREMENTS:</strong></td>
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<td>ACR 121 Principles of Electricity for HVACR</td>
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**AIR CONDITIONING AND REFRIGERATION ADVANCED ACR**

**Short Term Certificate**

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**AIR CONDITIONING AND REFRIGERATION ADVANCED ACR**

**Long Term Certificate**

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<td>ACR 121 Principles of Electricity for HVACR</td>
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**AIR CONDITIONING & REFRIGERATION & ADVANCED ACR**

**Associate of Applied Science Degree**

**Applied Technology**

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<td>ACR 122 HVACR Electrical Circuits</td>
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<td><strong>TOTAL</strong></td>
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**GENERAL EDUCATION CORE REQUIREMENTS:**

| ENG 101 English Composition               | 3       |
| MTH 103 Introduction to Technical Mathematics | 3       |
| WKO 101 Work Place Skills Development     | 3       |
| SPH 107 Fundamentals of Public Speaking   | 3       |
| Humanities Elective                       | 3       |
| Social Science Electives                  | 3       |
| Natural Science or MTH Elective           | 3       |
| *CIS requirement is included in the Applied Technology Core |

**APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:**

| ADM 100 Industrial Safety                | 3       |
| ADM 101 Precision Measurement            | 3       |
| ADM 102 Computer Aided Design             | 3       |
| ADM 103 Introduction to Computer         | 3       |
| Integrated Manufacturing/Materials & Processes | 3       |
| ADM 104 Introduction to Thermal/Electrical Principles | 3       |
| ADM 105 Fluid Systems                     | 3       |
| ADM 106 Quality Control Concepts          | 3       |
| *CIS 146 Microcomputer Applications       | 3       |
Air Conditioning and Refrigeration/Indoor Air Quality

Short Term Certificate

Program Code: CTS.ADM.ACR.IND CIP CODE: 15.0613

ACR-Indoor Air Quality Course Requirements:
- ACR 130 Computer Aided HVAC Troubleshooting ................. 1
- ACR 135 Mechanical/Gas Safety Codes ................................. 3
- ACR 138 Customer Relations in HVAC .................................. 3
- ACR 181 Special Topics in ACR (Mold Testing & Remediation) ... 3
- PHS 120 Environmental Science ........................................... 4
- BIO 103 Principles of Biology .................................................. 3

Total .......................................................................................... 59

Air Conditioning and Refrigeration/Indoor Air Quality

Long Term Certificate

Program Code: CTL.ADM.ACR.IND CIP CODE: 15.0613

General Education Core Requirements:
- ENG 101 English Composition ............................................. 3
- PHS 120 Environmental Science ........................................... 4
- *CIS requirement is included in the Applied Technology Core

Applied Technology Core Course Requirements:
- ADM 100 Industrial Safety .................................................... 3
- ADM 101 Precision Measurement .......................................... 3
- ADM 102 Computer Aided Design ......................................... 3
- ADM 103 Introduction to Computer Integrated Manufacturing/Materials & Processes ... 3
- ADM 104 Introduction to Thermal/Electrical Principles .......... 3
- ADM 105 Fluid Systems ....................................................... 3
- ADM 106 Quality Control Concepts ...................................... 3
- *CIS 146 Microcomputer Applications .................................. 3

Air Conditioning and Refrigeration Fundamentals Course Requirements:
- ACR 113 Refrigeration Piping Practices ................................. 3
- ACR 119 Fundamentals of Gas Heating Systems ...................... 3
- ACR 120 Fundamentals of Electric Heating Systems ............... 3
- ACR 121 Principles of Electricity for HVAC ......................... 3
- ACR 122 HVAC Electrical Circuits ....................................... 3

Total .......................................................................................... 72

Air Conditioning and Refrigeration/System Design

Short Term Certificate

Program Code: CTS.ADM.ACR.SYS CIP CODE: 15.0613

ACR-System Design Course Requirements:
- ACR 128 Heat Load Calculations .......................................... 3
- ACR 135 Mechanical Gas Safety Codes ................................. 3
- ACR 144 Basic Drawing & Blueprint Reading in HVAC ............ 3
- ACR 151 Duct Design & Fabrication ..................................... 6
- ACR 205 System Sizing & Air Distribution ............................ 3

Total .......................................................................................... 18

Air Conditioning and Refrigeration/System Design

Long Term Certificate

Program Code: CTL.ADM.ACR.SYS CIP CODE: 15.0613

General Education Core Requirements:
- ENG 101 English Composition ............................................. 3
- PHS 120 Environmental Science ........................................... 4

45
Associate Degree

Associate of Applied Science Degree in Applied Technology

Program Code: AP.ADM.ACR.SYS CIP CODE: 15.0613

GENERAL EDUCATION CORE REQUIREMENTS:
ENG 101 English Composition .......................................................... 3
MTH 103 Introduction to Technical Mathematics ............................ 3
WKO 101 Work Place Skills Development ...................................... 1
SPH 107 Fundamentals of Public Speaking ..................................... 3
Humanities Elective ........................................................................ 3
Social Science Elective .................................................................. 3
Natural Science or MTH Elective .................................................... 3
*CIS requirement is included in the Applied Technology Core

APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:
ADM 100 Industrial Safety ................................................................. 3
ADM 101 Precision Measurement .................................................... 3
ADM 102 Computer Aided Design .................................................. 3
ADM 103 Introduction to Computer.................................................. 3
Integrated Manufacturing/Materials & Processes .......................... 3
ADM 104 Introduction to Thermal/Electrical Principles ................... 3
ADM 105 Fluid Systems .................................................................. 3
ADM 106 Quality Control Concepts .............................................. 3
*CIS 146 Microcomputer Applications ......................................... 3

AIR CONDITIONING & REFRIGERATION FUNDAMENTALS COURSE REQUIREMENTS:
ACR 113 Refrigeration Piping Practices .......................................... 3
ACR 119 Fundamentals of Gas Heating Systems ............................. 3
ACR 120 Fundamentals of Electric Heating Systems ....................... 3
ACR 122 HVACR Electrical Circuits .............................................. 3

ACR-SYSTEM DESIGN COURSE REQUIREMENTS:
ACR 135 Mechanical Gas Safety Codes ......................................... 3
ACR 144 Basic Drawing & Blueprint Reading in HVAC .................. 3
ACR 151 Duct Design & Fabrication .............................................. 6
ACR 205 System Sizing & Air Distribution ..................................... 3

TOTAL ......................................................................................... 60

AIR CONDITIONING & REFRIGERATION/SYSTEM DESIGN
Associate of Applied Science Degree

Program Code: AP.ADM.ACR.SYS CIP CODE: 15.0613

Program Code: CTL.ADM.ACR.COM CIP CODE: 15.0613

GENERAL EDUCATION CORE REQUIREMENTS:
ENG 101 English Composition .......................................................... 3
SPH 107 Fundamentals of Public Speaking ..................................... 3
Natural Science or MTH Elective .................................................... 3
*CIS requirement is included in the Applied Technology Core

APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:
ADM 100 Industrial Safety ................................................................. 3
ADM 101 Precision Measurement .................................................... 3
ADM 102 Computer Aided Design .................................................. 3
ADM 103 Introduction to Computer.................................................. 3
Integrated Manufacturing/Materials & Processes .......................... 3
ADM 104 Introduction to Thermal/Electrical Principles ................... 3
ADM 105 Fluid Systems .................................................................. 3
ADM 106 Quality Control Concepts .............................................. 3
*CIS 146 Microcomputer Applications ......................................... 3

AIR CONDITIONING & REFRIGERATION FUNDAMENTALS COURSE REQUIREMENTS:
ACR 113 Refrigeration Piping Practices .......................................... 3
ACR 119 Fundamentals of Gas Heating Systems ............................. 3
ACR 120 Fundamentals of Electric Heating Systems ....................... 3
ACR 121 Principles of Electricity for HVAC .................................... 3
ACR 122 HVACR Electrical Circuits .............................................. 3

ACR-SYSTEM DESIGN COURSE REQUIREMENTS:
ACR 128 Heat Load Calculations .................................................... 3
ACR 135 Mechanical Gas Safety Codes ......................................... 3
ACR 144 Basic Drawing & Blueprint Reading in HVAC .................. 3
ACR 151 Duct Design & Fabrication .............................................. 6
ACR 205 System Sizing & Air Distribution ..................................... 3

TOTAL ......................................................................................... 76

AIR CONDITIONING AND REFRIGERATION/COMMERCIAL
Short Term Certificate

Program Code: CTS.ADM.ACR.COM CIP CODE: 15.0613

ACR-COMMERCIAL COURSE REQUIREMENTS:
ACR 126 Commercial Heating Systems ......................................... 3
ACR 141 Environmental Systems ..................................................... 4
ACR 203 Commercial Refrigeration .............................................. 3
ACR 209 Commercial Air Conditioning Systems ............................ 3
ELT 118 Commercial/Industrial Wiring ......................................... 3

TOTAL ......................................................................................... 16

AIR CONDITIONING AND REFRIGERATION/COMMERCIAL
Long Term Certificate

Program Code: CTL.ADM.ACR.COM CIP CODE: 15.0613

GENERAL EDUCATION CORE REQUIREMENTS:
ENG 101 English Composition .......................................................... 3
SPH 107 Fundamentals of Public Speaking ..................................... 3
Natural Science or MTH Elective .................................................... 3
*CIS requirement is included in the Applied Technology Core

APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:
ADM 100 Industrial Safety ................................................................. 3
ADM 101 Precision Measurement .................................................... 3
ADM 102 Computer Aided Design .................................................. 3
ADM 103 Introduction to Computer.................................................. 3
Integrated Manufacturing/Materials & Processes .......................... 3
ADM 104 Introduction to Thermal/Electrical Principles ................... 3
ADM 105 Fluid Systems .................................................................. 3
ADM 106 Quality Control Concepts .............................................. 3
*CIS 146 Microcomputer Applications ......................................... 3

AIR CONDITIONING & REFRIGERATION FUNDAMENTALS COURSE REQUIREMENTS:
ACR 113 Refrigeration Piping Practices .......................................... 3
ACR 119 Fundamentals of Gas Heating Systems ............................. 3
ACR 120 Fundamentals of Electric Heating Systems ....................... 3
ACR 122 HVACR Electrical Circuits .............................................. 3
ACR 135 Mechanical Gas Safety Codes ......................................... 3
ACR 144 Basic Drawing & Blueprint Reading in HVAC .................. 3
ACR 151 Duct Design & Fabrication .............................................. 6
ACR 205 System Sizing & Air Distribution ..................................... 3

TOTAL ......................................................................................... 58
**AIR CONDITIONING & REFRIGERATION/COMMERCIAL**

Associate of Applied Science Degree

**Applied Technology**

Program Code: AP.ADM.ACR.COM  CIP CODE: 15.0613

**GENERAL EDUCATION CORE REQUIREMENTS:**

ENG 101 English Composition ............................................3
MTH 103 Introduction to Technical Mathematics ..................3
WKO 101 Work Place Skills Development .............................1
SPH 107 Fundamentals of Public Speaking ..........................3

**Humanities Elective ......................................................3**

**Social Science Elective ..................................................3**

**Natural Science or MTH Elective .......................................3**

*CIS Requirement is included in the Applied Technology Core

**APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:**

ADM 100 Industrial Safety ..................................................3
ADM 101 Precision Measurement .........................................3
ADM 102 Computer Aided Design ........................................3
ADM 103 Introduction to Computer ......................................3
ADM 104 Introduction to Thermal/Electrical Principles ..........3
ADM 105 Fluid Systems ....................................................3
ADM 106 Quality Control Concepts ....................................3

*CIS 146 Microcomputer Applications ..................................3

**AIR CONDITIONING & REFRIGERATION FUNDAMENTALS COURSE REQUIREMENTS:**

ACR 113 Refrigeration Piping Practices ...............................3
ACR 119 Fundamentals of Gas Heating Systems ....................3
ACR 120 Fundamentals of Electric Heating Systems ..............3
ACR 121 Principles of Electricity for HVAC ..........................3
ACR 122 HVACR Electrical Circuits ....................................3

**ACR-COMMERCIAL COURSES REQUIREMENTS**

ACR 126 Commercial Heating Systems .................................3
ACR 141 Environmental Systems .........................................4
ACR 203 Commercial Refrigeration ....................................3
ACR 209 Commercial Air Conditioning Systems ....................3
ELT 118 Commercial/Industrial Wiring ................................3

**TOTAL .................................................................74**

**AIR CONDITIONING & REFRIGERATION/BUSINESS**

Short Term Certificate

Program Code: CTS.ADM.ACR.BUS  CIP CODE: 15.0613

**ACR-BUSINESS COURSE REQUIREMENTS:**

ACR 112 HVAC Service Procedures ....................................3
ACR 123 HVACR Electrical Components .............................3
ACR 200 Review for Contractors ........................................3
ACR 138 Customer Relations in HVAC .................................3
BUS 100 Introduction to Business ........................................3
BUS 279 Small Business Management ...............................3

**TOTAL .................................................................18**

**AIR CONDITIONING & REFRIGERATION/BUSINESS**

Long Term Certificate

Program Code: CTL.ADM.ACR.BUS  CIP CODE: 15.0613

**GENERAL EDUCATION CORE REQUIREMENTS:**

ENG 101 English Composition ............................................3
SPH 107 Fundamentals of Public Speaking ..........................3
Natural Science or MTH Elective ........................................3

*CIS requirement is included in the Applied Technology Core

**APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:**

ADM 100 Industrial Safety ..................................................3
ADM 101 Precision Measurement .........................................3
ADM 102 Computer Aided Design ........................................3
ADM 103 Introduction to Computer ......................................3
ADM 104 Introduction to Thermal/Electrical Principles ..........3
ADM 105 Fluid Systems ....................................................3
ADM 106 Quality Control Concepts ....................................3

*CIS 146 Microcomputer Applications ..................................3

**AIR CONDITIONING & REFRIGERATION FUNDAMENTALS COURSE REQUIREMENTS:**

ACR 113 Refrigeration Piping Practices ...............................3
ACR 119 Fundamentals of Gas Heating Systems ....................3
ACR 120 Fundamentals of Electric Heating Systems ..............3
ACR 122 HVACR Electrical Circuits ....................................3

**ACR-BUSINESS COURSE REQUIREMENTS:**

ACR 112 HVAC Service Procedures ....................................3
ACR 200 Review for Contractors ........................................3
BUS 100 Introduction to Business ........................................3
BUS 279 Small Business Management ...............................3

**TOTAL .................................................................60**
Programs of Study

ASSOCIATE DEGREES

ADM 105 Fluid Systems ................................................................. 3
ADM 106 Quality Control Concepts ............................................ 3
*CIS 146 Microcomputer Applications ....................................... 3

AIR CONDITIONING & REFRIGERATION FUNDAMENTALS COURSE REQUIREMENTS:
ACR 113 Refrigeration Piping Practices ........................................ 3
ACR 119 Fundamentals of Gas Heating Systems .......................... 3
ACR 120 Fundamentals of Electric Heating Systems ................... 3
ACR 121 Principles of Electricity for HVAC ................................. 3
ACR 122 HVACR Electrical Circuits ........................................... 3

ACR-BUSINESS COURSE REQUIREMENTS:
ACR 112 HVAC Service Procedures ........................................... 3
ACR 123 HVACR Electrical Components .................................... 3
ACR 200 Review for Contractors ................................................. 3
ACR 138 Customer Relations in HVAC ........................................ 3
BUS 100 Introduction to Business ............................................... 3
BUS 279 Small Business Management ....................................... 3

TOTAL .......................................................................................... 76

AIR CONDITIONING AND REFRIGERATION/CONTROLS

Short Term Certificate

Program Code: CTS.ADM.ACR.CON CIP CODE: 15.0613

ACR-CONTROLS COURSE REQUIREMENTS:
ACR 123 HVACR Electrical Components .................................... 3
ACR 130 Computer Assisted HVAC Troubleshooting ................... 1
ACR 147 Refrigeration Transition & Recovery ............................. 3
ACR 210 Troubleshooting HVACR Systems ............................... 3
ELT 209 Motor Controls I ......................................................... 3
ELT 231 Programmable Controls I ............................................ 3

TOTAL .......................................................................................... 16

AIR CONDITIONING AND REFRIGERATION/CONTROLS

Long Term Certificate

Program Code: CTL.ADM.ACR.CON CIP CODE: 15.0613

GENERAL EDUCATION CORE REQUIREMENTS:
ENG 101 English Composition .................................................... 3
MTH 103 Introduction to Technical Mathematics ......................... 3
WKO 101 Work Place Skills Development ................................. 1
SPH 107 Fundamentals of Public Speaking ................................. 3
Humanities Elective .................................................................. 3
Social Science Elective ............................................................. 3
Natural Science or MTH Elective ............................................... 3
*CIS requirement is included in the Applied Technology Core

APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:
ADM 100 Industrial Safety ......................................................... 3
ADM 101 Precision Measurement ................................................. 3
ADM 102 Computer Aided Design ............................................. 3
ADM 103 Introduction to Computer
Integrated Manufacturing/Materials & Processes ..................... 3
ADM 104 Introduction to Thermal/Electrical Principles ............... 3
ADM 105 Fluid Systems ............................................................ 3
ADM 106 Quality Control Concepts .......................................... 3
*CIS 146 Microcomputer Applications ...................................... 3

AIR CONDITIONING & REFRIGERATION FUNDAMENTALS COURSE REQUIREMENTS:
ACR 113 Refrigeration Piping Practices ........................................ 3
ACR 119 Fundamentals of Gas Heating Systems ......................... 3
ACR 120 Fundamentals of Electric Heating Systems .................. 3
ACR 122 HVACR Electrical Circuits ........................................... 3

ACR-CONTROLS COURSE REQUIREMENTS:
ACR 123 HVACR Electrical Components .................................... 3
ACR 130 Computer Assisted HVAC Troubleshooting ................... 1
ACR 147 Refrigeration Transition & Recovery ............................. 3
ACR 210 Troubleshooting HVACR Systems ............................... 3
ELT 231 Programmable Controls I ............................................ 3

TOTAL .......................................................................................... 58

AIR CONDITIONING & REFRIGERATION/CONTROLS

Associate of Applied Science Degree
Applied Technology

Program Code: AP.ADM.ACR.CON CIP CODE: 15.0613

GENERAL EDUCATION CORE REQUIREMENTS:
ENG 101 English Composition .................................................... 3
MTH 103 Introduction to Technical Mathematics ......................... 3
WKO 101 Work Place Skills Development ................................. 1
SPH 107 Fundamentals of Public Speaking ................................. 3
Humanities Elective .................................................................. 3
Social Science Elective ............................................................. 3
Natural Science or MTH Elective ............................................... 3
*CIS requirement is included in the Applied Technology Core

APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:
ADM 100 Industrial Safety ......................................................... 3
ADM 101 Precision Measurement ................................................. 3
ADM 102 Computer Aided Design ............................................. 3
ADM 103 Introduction to Computer
Integrated Manufacturing/Materials & Processes ..................... 3
ADM 104 Introduction to Thermal/Electrical Principles ............... 3
ADM 105 Fluid Systems ............................................................ 3
ADM 106 Quality Control Concepts .......................................... 3
*CIS 146 Microcomputer Applications ...................................... 3

AIR CONDITIONING & REFRIGERATION FUNDAMENTALS COURSE REQUIREMENTS:
ACR 113 Refrigeration Piping Practices ........................................ 3
ACR 119 Fundamentals of Gas Heating Systems ......................... 3
ACR 120 Fundamentals of Electric Heating Systems .................. 3
ACR 122 HVACR Electrical Circuits ........................................... 3

ACR-CONTROLS COURSE REQUIREMENTS:
ACR 123 HVACR Electrical Components .................................... 3
ACR 130 Computer Assisted HVAC Troubleshooting ................... 1
ACR 147 Refrigeration Transition & Recovery ............................. 3
ACR 210 Troubleshooting HVACR Systems ............................... 3
ELT 231 Programmable Controls I ............................................ 3

TOTAL .......................................................................................... 74
**AUTOMATION / ROBOTICS**

The Associate of Applied Science Degree in Applied Technology with a Major in Automation/Robotics will prepare graduates for entry-level employment in industrial automation. Concepts covered in the major include electronics for electricians; programmable logic controllers; digital fundamentals; interfacing microcomputers to electro-mechanical devices; and flexible manufacturing cells.

**AUTOMATION / ROBOTICS**

**BASIC ELECTRICITY**

Short Term Certificate

Program Code: CTS.ADM.AUT.BAS  CIP CODE: 15.0613

**BASIC ELECTRICITY COURSE REQUIREMENTS:**

- ELT 108 DC Fundamentals .................................................. 3
- ELT 109 AC Fundamentals .................................................. 3
- ELT 117 AC/DC Machines .................................................. 3
- ELT 110 Wiring Methods .................................................. 3

**TOTAL ............................................................... 12**

**AUTOMATION / ROBOTICS**

**BASIC ELECTRICITY**

Long Term Certificate

Program Code: CTL.ADM.AUT.BAS  CIP CODE: 15.0613

**GENERAL EDUCATION CORE REQUIREMENTS:**

- ENG 101 English Composition ............................................. 3
- SPH 107 Fundamentals of Public Speaking .......................... 3
- Natural Science or MTH Elective ................................. 3
  *CIS requirement is included in the Applied Technology Core

**APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:**

- ADM 100 Industrial Safety ............................................... 3
- ADM 101 Precision Measurement ..................................... 3
- ADM 102 Computer Aided Design ................................... 3
- ADM 103 Introduction to Computer .............................. 3
  Integrated Manufacturing/Materials & Processes ............... 3
- ADM 104 Introduction to Thermal/Electrical Principles .......... 3
- ADM 105 Fluid Systems .................................................. 3
- ADM 106 Quality Control Concepts ................................ 3
  *CIS 146 Microcomputer Applications ............................ 3

**BASIC ELECTRICITY COURSE REQUIREMENTS:**

- ELT 108 DC Fundamentals .................................................. 3
- ELT 109 AC Fundamentals .................................................. 3
- ELT 117 AC/DC Machines .................................................. 3
- ELT 110 Wiring Methods .................................................. 3

**TOTAL ............................................................... 45**

**AUTOMATION / ROBOTICS**

**AUTOMATION FUNDAMENTALS**

Short Term Certificate

Program Code: CTS.ADM.AUT.FUN  CIP CODE: 15.0613

**AUTOMATION FUNDAMENTALS COURSE REQUIREMENTS:**

- ELT 108 DC Fundamentals .................................................. 3
- ELT 109 AC Fundamentals .................................................. 3
- ELT 221 Electronics for Electricians .................................... 3
- ELT 231 Introduction to Programmable Controllers ............... 3
- ELT 232 Advanced Programmable Controllers ...................... 3
- I LT 163 Digital Fundamentals ......................................... 3

**TOTAL ............................................................... 18**

**AUTOMATION / ROBOTICS**

**AUTOMATION FUNDAMENTALS**

Long Term Certificate

Program Code: CTL.ADM.AUT.FUN  CIP CODE: 15.0613

**GENERAL EDUCATION CORE REQUIREMENTS:**

- ENG 101 English Composition ............................................. 3
- SPH 107 Fundamentals of Public Speaking .......................... 3
- Natural Science or MTH Elective ................................. 3
  *CIS requirement is included in the Applied Technology Core

**APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:**

- ADM 100 Industrial Safety ............................................... 3
- ADM 101 Precision Measurement ..................................... 3
- ADM 102 Computer Aided Design ................................... 3
- ADM 103 Introduction to Computer .............................. 3
  Integrated Manufacturing/Materials & Processes ............... 3
- ADM 104 Introduction to Thermal/Electrical Principles .......... 3
- ADM 105 Fluid Systems .................................................. 3
- ADM 106 Quality Control Concepts ................................ 3
  *CIS 146 Microcomputer Applications ............................ 3

**BASIC ELECTRICITY COURSE REQUIREMENTS:**

- ELT 108 DC Fundamentals .................................................. 3
- ELT 109 AC Fundamentals .................................................. 3
- ELT 117 AC/DC Machines .................................................. 3
- ELT 110 Wiring Methods .................................................. 3

**TOTAL ............................................................... 57**

**AUTOMATION / ROBOTICS**

**Short Term Certificate**

Program Code: CTS.ADM.AUT.ROB  CIP CODE: 15.0613

**AUTOMATION / ROBOTICS COURSE REQUIREMENTS:**

- ELT 108 DC Fundamentals .................................................. 3
Programs of Study

ELT 109 AC Fundamentals ...................................................... 3
ELT 231 Introduction to Programmable Controllers .................. 3
ELT 232 Advanced Programmable Controllers ...................... 3
ILT 235 Principles of Robotic Systems .................................... 3
ILT 236 Principles of Robotic Programming ........................... 2
ADM 250 Introduction to Flexible Manufacturing Cells ............... 4

TOTAL .............................................................................................. 59

AUTOMATION/ROBOTICS Long Term Certificate

Program Code: CTL.ADM.AUT.ROB CIP CODE: 15.0613

GENERAL EDUCATION CORE REQUIREMENTS:
ENG 101 English Composition .................................................... 3
SPH 107 Fundamentals of Public Speaking ................................. 3
Natural Science or MTH Elective ................................................. 3

*CIS requirement is included in the Applied Technology Core

APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:
ADM 100 Industrial Safety ......................................................... 3
ADM 101 Precision Measurement ................................................. 3
ADM 102 Computer Aided Design .............................................. 3
ADM 103 Introduction to Computer
Integrated Manufacturing/Materials & Processes ....................... 3
ADM 104 Introduction to Thermal/Electrical Principles ................. 3
ADM 105 Fluid Systems ............................................................. 3
ADM 106 Quality Control Concepts ............................................. 3
*CIS 146 Microcomputer Applications ........................................ 3

BASIC ELECTRICITY COURSE REQUIREMENTS:
ELT 108 DC Fundamentals ....................................................... 3
ELT 109 AC Fundamentals ....................................................... 3
ELT 117 AC/DC Machines ......................................................... 3
ELT 110 Wiring Methods ........................................................... 3

AUTOMATION FUNDAMENTALS COURSE REQUIREMENTS:
ELT 221 Electronics for Electricians .......................................... 3
ELT 231 Introduction to Programmable Controllers ................... 3
ELT 232 Advanced Programmable Controllers ......................... 3

AUTOMATION/ROBOTICS COURSE REQUIREMENTS:
ILT 235 Principles of Robotic Systems ....................................... 3
ILT 236 Principles of Robotic Programming ............................... 2

TOTAL .............................................................................................. 76

DESIGN DRAFTING TECHNOLOGY

With Concentration in Mechanical or Architectural Drafting

The Associate’s Degree of Applied Technology with a Major in Design Drafting will prepare students to obtain a position in a high technology society. This degree will range from instruction of fundamentals principals, sketching, and critical thinking, to 2DCAD, 3D CAD, and advance problem solving skills. Students will enhance their abilities by concentrating on areas of Specialized CAD including BIM, 3D max and Solid Modeling, Commercial Architectural, 3D graphics and animation, and portfolio. Graduates would look forward to seeking qualified positions in related drafting fields such as detailers, CAD drafters, architectural drafters, structural drafters, civil drafters, survey technician, electrical drafters, technical drafters, engineering drawing checker, drafting department supervisor, and technical illustrator project managers, or Architectural renderers. The applied technology (ADM) classes will enhance their skill set to obtain advance positions.

DESIGN DRAFTING TECHNOLOGY/MEC

Short Term Certificate

Program Code: CTS.ADM.DDT.MEC CIP CODE: 15.0613

BASIC DRAFTING COURSE REQUIREMENTS:
ADM 102 Computer Aided Drafting* ........................................... 3
DDT 111 Fundamentals of Drafting* ............................................ 3
DDT 127 Intermediate CAD ..................................................... 3

*CIS Requirement is included in the Applied Technology Core
### Mechanical Drafting Course Requirements:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>DDT 122 Advanced Technical Drafting</td>
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<tr>
<td>DDT 124 Basic Technical Drafting</td>
<td>3</td>
</tr>
<tr>
<td>DDT 128 Intermediate Technical Drafting</td>
<td>3</td>
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<tr>
<td>DDT 131 Basic Machine Drafting</td>
<td>3</td>
</tr>
<tr>
<td>DDT 233 Solids Modeling</td>
<td>3</td>
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</tbody>
</table>

**Total** ..............................................................................................**24**

*Design drafting students should take ADM 102 and DDT 111 in their first semester. Students can also take DDT 127 at the same time.*

### Design Drafting Technology/Mechanical

### Long Term Certificate

**Program Code:** CTL.ADM.DDT.MEC  
**CIP Code:** 15.0613

### General Education Core Requirements:

<table>
<thead>
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<tbody>
<tr>
<td>ENG 101 English Composition</td>
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<tr>
<td>SPH 107 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>Natural Science or MTH Elective</td>
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*CIS requirement is included in the Applied Technology Core

### Applied Technology Core Course Requirements:

<table>
<thead>
<tr>
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<th>Credits</th>
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<tbody>
<tr>
<td>ADM 100 Industrial Safety</td>
<td>3</td>
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<tr>
<td>ADM 101 Precision Measurement</td>
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</tr>
<tr>
<td>ADM 102 Computer Aided Design*</td>
<td>3</td>
</tr>
<tr>
<td>ADM 103 Introduction to Computer</td>
<td></td>
</tr>
<tr>
<td>Integrated Manufacturing/Materials &amp; Processes</td>
<td>3</td>
</tr>
<tr>
<td>ADM 104 Introduction to Thermal/Electrical Principles</td>
<td>3</td>
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<td>ADM 105 Fluid Systems</td>
<td>3</td>
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<tr>
<td>ADM 106 Quality Control Concepts</td>
<td>3</td>
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<tr>
<td>CIS 146 Microcomputer Applications</td>
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### Basic Drafting Course Requirements:

<table>
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<th>Course</th>
<th>Credits</th>
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<tr>
<td>DDT 111 Fundamentals of Drafting*</td>
<td>3</td>
</tr>
<tr>
<td>DDT 127 Intermediate CAD</td>
<td>3</td>
</tr>
</tbody>
</table>

### Mechanical Drafting Course Requirements:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DDT 122 Advanced Technical Drafting</td>
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<tr>
<td>DDT 124 Basic Technical Drafting</td>
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<tr>
<td>DDT 128 Intermediate Technical Drafting</td>
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<tr>
<td>DDT 131 Basic Machine Drafting</td>
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<tr>
<td>DDT 233 Solids Modeling</td>
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<tr>
<td>DDT 235 Specialized CAD</td>
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</tr>
</tbody>
</table>

**Total** ..............................................................................................**57**

*Design drafting students should take ADM 102 and DDT 111 in their first semester. Students can also take DDT 127 at the same time.*

### Design Drafting Technology/Architectural

### Short Term Certificate

**Program Code:** CTS.ADM.DDT.ARC  
**CIP Code:** 15.0613

### Basic Drafting Course Requirements:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADM 102 Computer Aided Drafting*</td>
<td>3</td>
</tr>
<tr>
<td>DDT 111 Fundamentals of Drafting*</td>
<td>3</td>
</tr>
<tr>
<td>DDT 127 Intermediate CAD</td>
<td>3</td>
</tr>
</tbody>
</table>

### Architectural Drafting Course Requirements:

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>DDT 132 Architectural Drafting</td>
<td>3</td>
</tr>
<tr>
<td>DDT 150 Residential Drawing &amp; Design</td>
<td>3</td>
</tr>
<tr>
<td>DDT 155 Residential Drawing</td>
<td>4</td>
</tr>
<tr>
<td>DDT 213 Civil Drafting</td>
<td>3</td>
</tr>
<tr>
<td>DDT 225 Structural Drafting</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total** ..............................................................................................**25**
Programs of Study

*DESIGN DRAFTING STUDENTS SHOULD TAKE ADM 102 AND DDT 111 IN THEIR FIRST SEMESTER. STUDENTS CAN ALSO TAKE DDT 127 AT THE SAME TIME.

DESIGN DRAFTING TECHNOLOGY/ARCHITECTURAL
Long Term Certificate

Program Code: CTL.ADM.DDT.ARC  CIP CODE: 15.0613

GENERAL EDUCATION CORE REQUIREMENTS:
ENG 101 English Composition ..............................................3
SPH 107 Fundamentals of Public Speaking .........................3
Natural Science or MTH Elective .........................................3
* CIS requirement is included in the Applied Technology Core

APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:
ADM 100 Industrial Safety ....................................................3
ADM 101 Precision Measurement .........................................3
ADM 102 Computer Aided Design* ...................................3
ADM 103 Introduction to Computer
Integrated Manufacturing/Materials & Processes ..............3
ADM 104 Introduction to Thermal/Electrical Principles ......3
ADM 105 Fluid Systems ....................................................3
ADM 106 Quality Control Concepts ..................................3
CIS 146 Microcomputer Applications ..............................3

BASIC DRAFTING COURSE REQUIREMENTS:
DDT 111 Fundamentals of Drafting* ..................................3
DDT 127 Intermediate CAD ..............................................3

ARCHITECTURAL DRAFTING COURSE REQUIREMENTS:
DDT 111 Fundamentals of Drafting* ..................................3
DDT 127 Intermediate CAD ..............................................3

TOTAL ..................................................................................74

*DESIGN DRAFTING STUDENTS SHOULD TAKE ADM 102 AND DDT 111 IN THEIR FIRST SEMESTER. STUDENTS CAN ALSO TAKE DDT 127 AT THE SAME TIME.

ELECTRICAL TECHNOLOGY

The Associate of Applied Science Degree in Applied Technology with a major in Electrical Technology will prepare graduates to be an entry-level electrician/electrician’s helper. Concepts covered in the major include AC/DC theory, wiring methods, conduit bending, NEC Codes, fundamentals of programmable logic controllers, and distribution systems.

ELECTRICAL TECHNOLOGY
Basic Electricity
Short Term Certificate

Program Code: CTS.ADM.ELT.BAS  CIP CODE: 15.0613

BASIC ELECTRICITY COURSE REQUIREMENTS:
ELT 108 DC Fundamentals ..............................................3
ELT 109 AC Fundamentals ..............................................3
ELT 110 Wiring Methods ..................................................3
ELT 117 AC/DC Machines ..............................................3

TOTAL ..................................................................................12

ELECTRICAL TECHNOLOGY
Basic Electricity
Long Term Certificate

Program Code: CTL.ADM.ELT.BAS  CIP CODE: 15.0613

BASIC ELECTRICITY COURSE REQUIREMENTS:
ELT 108 DC Fundamentals ..............................................3
ELT 109 AC Fundamentals ..............................................3
ELT 110 Wiring Methods ..................................................3
ELT 117 AC/DC Machines ..............................................3

TOTAL ..................................................................................12
GENERAL EDUCATION CORE REQUIREMENTS:
ENG 101 English Composition .................................................................3
SPH 107 Fundamentals of Public Speaking ...........................................3
Natural Science or MTH Elective .........................................................3
*CIS requirement is included in the Applied Technology Core

APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:
ADM 100 Industrial Safety ..................................................................3
ADM 101 Precision Measurement .........................................................3
ADM 102 Computer Aided Design .......................................................3
ADM 103 Introduction to Computer
Integrated Manufacturing/Materials & Processes ..........................3
ADM 104 Introduction to Thermal/Electrical Principles .....................3
ADM 105 Fluid Systems ......................................................................3
ADM 106 Quality Control Concepts ..................................................3
*CIS 146 Microcomputer Applications ..............................................3

BASIC ELECTRICITY COURSE REQUIREMENTS:
ELT 108 DC Fundamentals .................................................................3
ELT 109 AC Fundamentals .................................................................3
ELT 110 Wiring Methods ...................................................................3
ELT 117 AC/DC Machines .................................................................3
TOTAL ...............................................................................................45

ELECTRICAL TECHNOLOGY ENTRY LEVEL ELECTRICIAN
Short Term Certificate
Program Code: CTS.ADM.ELT.RES CIP CODE: 15.0613

ENTRY LEVEL ELECTRICIAN COURSE REQUIREMENTS:
ELT 108 DC Fundamentals .................................................................3
ELT 109 AC Fundamentals .................................................................3
ELT 110 Wiring Methods ...................................................................3
ELT 114 Residential Wiring Methods OR
ELT 117 AC/DC Machines .................................................................3
TOTAL ...............................................................................................24

ELECTRICAL TECHNOLOGY RESIDENTIAL/COMMERCIAL/INDUSTRIAL
Long Term Certificate
Program Code: CTS.ADM.ELT.RES CIP CODE: 15.0613

GENERAL EDUCATION CORE REQUIREMENTS:
ENG 101 English Composition .................................................................3
SPH 107 Fundamentals of Public Speaking ...........................................3
Natural Science or MTH Elective .........................................................3
*CIS requirement is included in the Applied Technology Core

APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:
ADM 100 Industrial Safety .................................................................3
ADM 101 Precision Measurement .........................................................3
ADM 102 Computer Aided Design .......................................................3
ADM 103 Introduction to Computer
Integrated Manufacturing/Materials & Processes ......................3
ADM 104 Introduction to Thermal/Electrical Principles ..................3
ADM 105 Fluid Systems ..................................................................3
ADM 106 Quality Control Concepts ..................................................3
*CIS 146 Microcomputer Applications ..............................................3
Programs of Study

BASIC ELECTRICITY COURSE REQUIREMENTS:
ELT 108 DC Fundamentals .......................................................... 3
ELT 109 AC Fundamentals ....................................................... 3
ELT 110 Wiring Methods ........................................................... 3
ELT 117 AC/DC Machines ......................................................... 3

ENTRY LEVEL ELECTRICIAN COURSE REQUIREMENTS:
ELT 114 Residential Wiring Methods OR
ELT 118 Commercial/Industrial Wiring .................................... 3
ELT 209 Motor Controls I .......................................................... 3
ELT 241 National Electric Code .................................................. 3

RESIDENTIAL/COMMERCIAL/INDUSTRIAL COURSE REQUIREMENTS:
ELT 212 Motor Controls II ......................................................... 3
ELT 231 Programmable Controls I .............................................. 3

TOTAL .......................................................................................... 60

ELECTRICAL TECHNOLOGY

Associate of Applied Science Degree
Applied Technology

Program Code: AP.ADM.ELT  CIP CODE: 15.0613

GENERAL EDUCATION CORE REQUIREMENTS:
ENG 101 English Composition ............................................... 3
MTH 103 Introduction to Technical Mathematics ..................... 3
WKO 101 Workplace Skills Development ................................ 1
SPH 107 Fundamentals of Public Speaking .............................. 3
Humanities Elective .................................................................... 3
Social Science Elective ............................................................... 3
Natural Science or MTH Elective ................................................. 3
*CIS requirement is included in the Applied Technology Core

APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:
ADM 100 Industrial Safety .......................................................... 3
ADM 101 Precision Measurement .............................................. 3
ADM 102 Computer Aided Design .......................................... 3
ADM 103 Introduction to Computer
Integrated Manufacturing/Materials & Processes .................. 3
ADM 104 Introduction to Thermal/Electrical Principles ............. 3
ADM 105 Fluid Systems ............................................................. 3
ADM 106 Quality Control Concepts ........................................... 3
*CIS 146 Microcomputer Applications ...................................... 3

BASIC ELECTRICITY COURSE REQUIREMENTS:
ELT 108 DC Fundamentals .......................................................... 3
ELT 109 AC Fundamentals ....................................................... 3
ELT 110 Wiring Methods ........................................................... 3
ELT 117 AC/DC Machines ......................................................... 3

ENTRY LEVEL ELECTRICIAN COURSE REQUIREMENTS:
ELT 114 Residential Wiring Methods OR
ELT 118 Commercial/Industrial Wiring .................................... 3
ELT 209 Motor Controls I .......................................................... 3
ELT 241 National Electric Code .................................................. 3

RESIDENTIAL/COMMERCIAL/INDUSTRIAL COURSE REQUIREMENTS:
ELT 212 Motor Controls II ......................................................... 3
ELT 231 Programmable Controls I .............................................. 3

TOTAL .......................................................................................... 73

INDUSTRIAL MAINTENANCE/MECHANICAL

The Associate of Applied Science Degree in Applied Technology with a major in Industrial Maintenance/Mechanical will prepare graduates for employment as entry level industrial mechanics and millwrights. Concepts covered in this program include pumps, motors, motor controls, mechanical drives, preventive/predictive maintenance concepts, hydraulics, pneumatics, prints and mechanical drawings, and related safety.

INDUSTRIAL MAINTENANCE/MECHANICAL
BASIC ELECTRICITY

Short Term Certificate

Program Code: CTS.ADM.IMTM.BA  CIP CODE: 15.0613

GENERAL EDUCATION CORE REQUIREMENTS:
ENG 101 English Composition ............................................... 3
SPH 107 Fundamentals of Public Speaking .............................. 3
Natural Science or MTH Elective ................................................. 3
*CIS requirement is included in the Applied Technology Core

APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:
ADM 100 Industrial Safety .......................................................... 3
ADM 101 Precision Measurement .............................................. 3
ADM 102 Computer Aided Design .......................................... 3
ADM 103 Introduction to Computer
Integrated Manufacturing/Materials & Processes .................. 3
ADM 104 Introduction to Thermal/Electrical Principles ............. 3
ADM 105 Fluid Systems ............................................................. 3
ADM 106 Quality Control Concepts ........................................... 3
*CIS 146 Microcomputer Applications ...................................... 3

BASIC ELECTRICITY COURSE REQUIREMENTS:
ELT 108 DC Fundamentals .......................................................... 3
ELT 109 AC Fundamentals ....................................................... 3
ELT 110 Wiring Methods ........................................................... 3
ELT 117 AC/DC Machines ......................................................... 3

TOTAL .......................................................................................... 45

INDUSTRIAL MAINTENANCE/MECHANICAL
LONG TERM CERTIFICATE

BASIC ELECTRICITY
### Programs of Study

#### INDUSTRIAL MAINTENANCE/MECHANICAL ELECTRO/Mechanical

- **Short Term Certificate**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ELT 110 Wiring Methods</td>
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<tr>
<td>INT 117 Principles of Industrial Mechanics</td>
<td>3</td>
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<tr>
<td>INT 127 Principles of Pumps &amp; Piping</td>
<td>3</td>
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<td>INT 222 Special Topics</td>
<td>3</td>
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<tr>
<td>ARS 151 Welding Principles, Theory and Symbols</td>
<td>3</td>
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<tr>
<td>MTT 147 Introduction to Machine Shop I</td>
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<tr>
<td>MTT 148 Introduction to Machine Shop I Lab</td>
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**Total Credits:** 21

- **Long Term Certificate**

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<tbody>
<tr>
<td>ELT 117 AC/DC Machines</td>
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<td>ELT 110 Wiring Methods</td>
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<td>ELT 118 Commercial/Industrial Wiring</td>
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<tr>
<td>INT 117 Principles of Industrial Mechanics</td>
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<td>INT 222 Special Topics</td>
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<td>ARS 151 Welding Principles, Theory and Symbols</td>
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**Total Credits:** 76

#### GENERAL EDUCATION CORE REQUIREMENTS:

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<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ENG 101 English Composition</td>
<td>3</td>
</tr>
<tr>
<td>SPH 107 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>Natural Science or MTH Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits:** 3

- **Associate of Applied Science Degree**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ENG 101 English Composition</td>
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</tr>
<tr>
<td>MTH 103 Introduction to Technical Mathematics</td>
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<td>WKO 101 Workplace Skills Development</td>
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<td>SPH 107 Fundamentals of Public Speaking</td>
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<tr>
<td>Humanities Elective</td>
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<tr>
<td>Social Science Elective</td>
<td>3</td>
</tr>
<tr>
<td>Natural Science or MTH Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits:** 3

- **Applied Technology Core Course Requirements**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ADM 100 Industrial Safety</td>
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</tr>
<tr>
<td>ADM 101 Precision Measurement</td>
<td>3</td>
</tr>
<tr>
<td>ADM 102 Computer Aided Design</td>
<td>3</td>
</tr>
<tr>
<td>ADM 103 Introduction to Computer</td>
<td>3</td>
</tr>
<tr>
<td>Integrated Manufacturing/Materials &amp; Processes</td>
<td>3</td>
</tr>
<tr>
<td>ADM 104 Introduction to Thermal/Electrical Principles</td>
<td>3</td>
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<td>ADM 105 Fluid Systems</td>
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<tr>
<td>ADM 106 Quality Control Concepts</td>
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<tr>
<td>CIS 146 Microcomputer Applications</td>
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</table>

**Total Credits:** 76

- **BASIC ELECTRICITY COURSE REQUIREMENTS**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ELT 108 DC Fundamentals</td>
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</tr>
<tr>
<td>ELT 109 AC Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>ELT 110 Wiring Methods</td>
<td>3</td>
</tr>
<tr>
<td>ELT 117 AC/DC Machines</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits:** 3

- **ELECTRO/MECHANICAL COURSE REQUIREMENTS**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ELT 117 AC/DC Machines</td>
<td>3</td>
</tr>
<tr>
<td>ELT 118 Commercial/Industrial Wiring</td>
<td>3</td>
</tr>
<tr>
<td>INT 117 Principles of Industrial Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>INT 127 Principles of Pumps &amp; Piping</td>
<td>3</td>
</tr>
<tr>
<td>INT 222 Special Topics</td>
<td>3</td>
</tr>
<tr>
<td>ARS 151 Welding Principles, Theory and Symbols</td>
<td>3</td>
</tr>
<tr>
<td>MTT 147 Introduction to Machine Shop I</td>
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</tr>
<tr>
<td>MTT 148 Introduction to Machine Shop I Lab</td>
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**Total Credits:** 60

- **INDUSTRIAL MAINTENANCE/MECHANICAL**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
</tr>
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<tbody>
<tr>
<td>ELT 117 AC/DC Machines</td>
<td>3</td>
</tr>
<tr>
<td>ELT 118 Commercial/Industrial Wiring</td>
<td>3</td>
</tr>
<tr>
<td>INT 117 Principles of Industrial Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>INT 127 Principles of Pumps &amp; Piping</td>
<td>3</td>
</tr>
<tr>
<td>INT 222 Special Topics</td>
<td>3</td>
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<tr>
<td>ARS 151 Welding Principles, Theory and Symbols</td>
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</table>

**Total Credits:** 12

#### INDUSTRIAL MAINTENANCE/ELECTRICAL

The Associate of Applied Science Degree in Applied Technology with a major in Industrial Maintenance/Electrical will prepare graduates for employment as entry level industrial electricians. Concepts covered in the major include basic electrical concepts, motor controls, programmable logic controllers, and basic instrumentation principles.
ASSOCIATE OF APPLIED SCIENCE DEGREES AND CERTIFICATES

INDUSTRIAL MAINTENANCE/ELECTRICAL

BASIC ELECTRICITY

Long Term Certificate

Program Code: CTL.ADM.IMTE.BA CIP CODE: 15.0613

GENERAL EDUCATION CORE REQUIREMENTS:
ENG 101 English Composition ......................................................3
SPH 107 Fundamentals of Public Speaking ........................................3
Natural Science OR MTH Elective .....................................................3
*CIS requirement is included in the Applied Technology Core

APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:
ADM 100 Industrial Safety ..............................................................3
ADM 101 Precision Measurement .....................................................3
ADM 102 Computer Aided Design ....................................................3
ADM 103 Introduction to Computer Integrated Manufacturing/Materials & Processes ..................................................3
ADM 104 Introduction to Thermal/Electrical Principles ......................3
ADM 105 Fluid Systems ..................................................................3
ADM 106 Quality Control Concepts ................................................3
*CIS 146 Microcomputer Applications ...........................................3

BASIC ELECTRICITY COURSE REQUIREMENTS:
ELT 108 DC Fundamentals .............................................................3
ELT 109 AC Fundamentals ..............................................................3
ELT 110 Wiring Methods .................................................................3
ELT 117 AC/DC Machines ...............................................................3

TOTAL ..............................................................................................45

INDUSTRIAL MAINTENANCE/ELECTRICAL

ELECTRO/ELECTRONICS

Short Term Certificate

Program Code: CTS.ADM.IMTE.EL CIP CODE: 15.0613

ELECTRO/ELECTRONICS COURSE REQUIREMENTS:
ELT 108 DC Fundamentals .............................................................3
ELT 109 AC Fundamentals ..............................................................3
ELT 110 Wiring Methods .................................................................3
ELT 209 Motor Controls I ...............................................................3
ELT 212 Motor Controls II ..............................................................3
ELT 221 Electronics for Electricians ...............................................3
ELT 231 Introduction to Programmable Controllers .......................3
ELT 232 Advanced Programmable Controllers ..............................3
ILT 163 Digital Fundamentals ........................................................3

TOTAL ..............................................................................................27

INDUSTRIAL MAINTENANCE/ELECTRICAL

ELECTRO/ELECTRONICS

Long Term Certificate

Program Code: CTL.ADM.IMTE.EL CIP CODE: 15.0613

GENERAL EDUCATION CORE REQUIREMENTS:
ENG 101 English Composition ......................................................3
SPH 107 Fundamentals of Public Speaking ........................................3
Natural Science or MTH Elective ....................................................3
*CIS requirement is included in the Applied Technology Core

APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:
ADM 100 Industrial Safety ..............................................................3
ADM 101 Precision Measurement .....................................................3
ADM 103 Introduction to Computer Integrated Manufacturing/Materials & Processes ..................................................3
ADM 104 Introduction to Thermal/Electrical Principles ......................3
ADM 105 Fluid Systems ..................................................................3
ADM 106 Quality Control Concepts ................................................3
*CIS 146 Microcomputer Applications ...........................................3

BASIC ELECTRICITY COURSE REQUIREMENTS:
ELT 108 DC Fundamentals .............................................................3
ELT 109 AC Fundamentals ..............................................................3
ELT 110 Wiring Methods .................................................................3
ELT 117 AC/DC Machines ...............................................................3
ELT 209 Motor Controls I ...............................................................3
ELT 212 Motor Controls II ..............................................................3
ELT 221 Electronics for Electricians ...............................................3
ELT 231 Introduction to Programmable Controllers .......................3
ELT 232 Advanced Programmable Controllers ..............................3
ILT 163 Digital Fundamentals ........................................................3

TOTAL ..............................................................................................73

COMMUNITY COLLEGE

CALHOUN
ASSOCIATE OF APPLIED SCIENCE DEGREES AND CERTIFICATES

PROGRAMS OF STUDY

INDUSTRIAL MAINTENANCE/ AIR CONDITIONING & REFRIGERATION

The Associate of Applied Science Degree in Applied Technology with a major in Industrial Maintenance/Air Conditioning & Refrigeration will prepare graduates for employment as entry level HVAC technicians. Concepts covered in the major include fundamentals of electric and gas heating systems, refrigerant transition and recovery, commercial/industrial wiring, and NEC codes.

INDUSTRIAL MAINTENANCE/ AIR CONDITIONING & REFRIGERATION

BASIC ELECTRICITY

Short Term Certificate

Program Code: CTS.ADM.IMTA.BA CIP CODE: 15.0613

BASIC ELECTRICITY COURSE REQUIREMENTS:

- ELT 108 DC Fundamentals .................................................. 3
- ELT 109 AC Fundamentals .................................................. 3
- ELT 110 Wiring Methods .................................................... 3
- ELT 117 AC/DC Machines .................................................. 3

TOTAL .......................................................................................... 12

INDUSTRIAL MAINTENANCE/ AIR CONDITIONING & REFRIGERATION

BASIC ELECTRICITY

Long Term Certificate

Program Code: CTL.ADM.IMTA.BA CIP CODE: 15.0613

GENERAL EDUCATION CORE REQUIREMENTS:

- ENG 101 English Composition ............................................... 3
- SPH 107 Fundamentals of Public Speaking ................................ 3
- Natural Science or MTH Elective ........................................... 3
* CIS requirement is included in the Applied Technology Core

APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:

- ADM 100 Industrial Safety .................................................... 3
- ADM 101 Precision Measurement ......................................... 3
- ADM 102 Computer Aided Design ....................................... 3
- ADM 103 Introduction to Computer
  Integrated Manufacturing/Materials & Processes .................. 3
- ADM 104 Introduction to Thermal/Electrical Principles ........ 3
- ADM 105 Fluid Systems ...................................................... 3
- ADM 106 Quality Control Concepts .................................... 3
* CIS 146 Microcomputer Applications .................................. 3

BASIC ELECTRICITY COURSE REQUIREMENTS:

- ELT 108 DC Fundamentals .................................................. 3
- ELT 109 AC Fundamentals .................................................. 3
- ELT 110 Wiring Methods .................................................... 3
- ELT 117 AC/DC Machines .................................................. 3

TOTAL .......................................................................................... 45

INDUSTRIAL MAINTENANCE/ AIR CONDITIONING & REFRIGERATION

HVAC

Short Term Certificate

Program Code: CTS.ADM.IMTA.HV CIP CODE: 15.0613

HVAC COURSE REQUIREMENTS:

- ACR 113 Refrigeration Piping Practices .................................. 3
- ACR 120 Fundamentals of Electric Heating Systems .......... 3
- ACR 147 Refrigerant Transition & Recovery Theory .......... 3
- ACR 205 System Sizing & Air Distribution .......................... 3
- ELT 118 Commercial/Industrial Wiring ................................ 3
- ELT 241 National Electrical Code ....................................... 3

TOTAL .......................................................................................... 21

INDUSTRIAL MAINTENANCE/ AIR CONDITIONING & REFRIGERATION

HVAC

Long Term Certificate

Program Code: CTL.ADM.IMTA.HV CIP CODE: 15.0613

GENERAL EDUCATION CORE REQUIREMENTS:

- ENG 101 English Composition ............................................... 3
- SPH 107 Fundamentals of Public Speaking ................................ 3
- Natural Science or MTH Elective ........................................... 3
* CIS requirement is included in the Applied Technology Core

APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:

- ADM 100 Industrial Safety .................................................... 3
- ADM 101 Precision Measurement ......................................... 3
- ADM 102 Computer Aided Design ....................................... 3
- ADM 103 Introduction to Computer
  Integrated Manufacturing/Materials & Processes .................. 3
- ADM 104 Introduction to Thermal/Electrical Principles ........ 3
- ADM 105 Fluid Systems ...................................................... 3
- ADM 106 Quality Control Concepts .................................... 3
* CIS 146 Microcomputer Applications .................................. 3

BASIC ELECTRICITY COURSE REQUIREMENTS:

- ELT 108 DC Fundamentals .................................................. 3
- ELT 109 AC Fundamentals .................................................. 3
- ELT 110 Wiring Methods .................................................... 3
- ELT 117 AC/DC Machines .................................................. 3

HVAC COURSE REQUIREMENTS:

- ACR 113 Refrigeration Piping Practices .................................. 3
- ACR 120 Fundamentals of Electric Heating Systems .......... 3
- ACR 147 Refrigerant Transition & Recovery Theory .......... 3
- ELT 118 Commercial/Industrial Wiring ................................ 3

TOTAL .......................................................................................... 60
Programs of Study

INDUSTRIAL MAINTENANCE/ AIR CONDITIONING & REFRIGERATION
Associate of Applied Science Degree
Applied Technology

Program Code: AP.ADM.IMTA CIP CODE: 15.0613

GENERAL EDUCATION CORE REQUIREMENTS:
ENG 101 English Composition .............................................. 3
MTH 103 Introduction to Technical Mathematics .................. 3
WKO 101 Workplace Skills Development ............................... 1
SPH 107 Fundamentals of Public Speaking ......................... 3
Humanities Elective .............................................................. 3
Social Science Elective ......................................................... 3
Natural Science or MTH Elective ............................................ 3
* CIS requirement is included in the Applied Technology Core

APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:
ADM 100 Industrial Safety ...................................................... 3
ADM 101 Precision Measurement .......................................... 3
ADM 102 Computer Aided Design ...................................... 3
ADM 103 Introduction to Computer
Integrated Manufacturing/Materials & Processes ................. 3
ADM 104 Introduction to Thermal/Electrical Principles .......... 3
ADM 105 Fluid Systems ...................................................... 3
ADM 106 Quality Control Concepts .................................... 3
*CIS 146 Microcomputer Applications ................................ 3

BASIC ELECTRICITY COURSE REQUIREMENTS:
ELT 108 DC Fundamentals .................................................. 3
ELT 109 AC Fundamentals ................................................... 3
ELT 110 Wiring Methods ..................................................... 3
ELT 117 AC/DC Machines ................................................... 3

HVAC COURSE REQUIREMENTS:
ACR 119 Fundamentals of Gas Heating Systems ............... 3
ACR 120 Fundamentals of Electric Heating Systems .......... 3
ACR 147 Refrigerant Transition & Recovery Theory ........ 3
ACR 205 System Sizing & Air Distribution ....................... 3
ELT 118 Commercial/Industrial Wiring ......................... 3
ELT 241 National Electrical Code ....................................... 3

TOTAL .................................................................................. 76

INDUSTRIAL MAINTENANCE/INSTRUMENTATION

The Associate of Applied Science Degree in Applied Technology with
a major in Industrial Maintenance/Instrumentation will prepare gradu-
ates for employment as entry level instrumentation technicians.
Concepts covered in the major include electronics for electricians;
instrumentation circuits and systems; transducers; detectors; actu-
tors; control devices; and fundamentals of pressure, force, weight,
motion, liquid level, and fluid flow.

INSTRUMENTATION COURSE REQUIREMENTS:
ILT 104 Industrial Instrumentation ....................................... 3
ILT 105 Industrial Instrumentation Lab ................................ 2
ILT 114 Instrumentation Operation and Calibration .......... 3
ILT 214 Control and Troubleshooting Flow, Level, Temperature,
Pressure, and Level Processes ........................................... 3
ILT 235 Principles of Robotic Systems ............................... 3
ILT 236 Principles of Robotic Programming ..................... 2
ELT 221 Electronics for Electricians .................................. 3

TOTAL .................................................................................. 25

COMMUNITY COLLEGE

CALHOUN
ASSOCIATE OF APPLIED SCIENCE DEGREES AND CERTIFICATES

Programs of Study

INDUSTRIAL MAINTENANCE/INSTRUMENTATION

Long Term Certificate

Program Code: CTL.ADM.IMTI.IN CIP CODE: 15.0613

GENERAL EDUCATION CORE REQUIREMENTS:
ENG 101 English Composition ................................................. 3
SPH 107 Fundamentals of Public Speaking .............................. 3
Natural Science or MTH Elective .............................................. 3
*CIS requirement is included in the Applied Technology Core

APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:
ADM 100 Industrial Safety ....................................................... 3
ADM 101 Precision Measurement .............................................. 3
ADM 102 Computer Aided Design .......................................... 3
ADM 103 Introduction to Computer Integrated Manufacturing/Materials & Processes ............... 3
ADM 104 Introduction to Thermal/Electrical Principles .............. 3
ADM 105 Fluid Systems .......................................................... 3
ADM 106 Quality Control Concepts ....................................... 3
*CIS 146 Microcomputer Applications ................................. 3

BASIC ELECTRICITY COURSE REQUIREMENTS:
ELT 108 DC Fundamentals .................................................... 3
ELT 109 AC Fundamentals ..................................................... 3
ELT 110 Wiring Methods ........................................................ 3

INSTRUMENTATION COURSE REQUIREMENTS:
ILT 104 Industrial Instrumentation ......................................... 3
ILT 105 Industrial Instrumentation Lab .................................. 2
ILT 114 Instrumentation Operation and Calibration ............... 3
ILT 214 Control and Troubleshooting Flow, Level, Temperature, Pressure, and Level Processes .... 3
ILT 235 Principles of Robotic Systems ................................ 3
ILT 236 Principles of Robotic Programming ......................... 3
ELT 221 Electronics for Electricians ....................................... 3
TOTAL ................................................................................... 74

MACHINE TOOL TECHNOLOGY

The Machine Tool Technology program is a study of the process of using machine tools to manufacture useful products and parts. Students will acquire specialized knowledge and skills in many areas including mathematics, print reading, physics, measuring instruments, cutting tools, and machine tools. Graduates will have the ability to turn rough material into precision finished products and parts.

Associate of Applied Science Degree

Integrated Manufacturing/Materials & Processes

Program Code: AP.ADM.MTT CIP CODE: 15.0613

GENERAL EDUCATION CORE REQUIREMENTS:
ENG 101 English Composition ................................................. 3
MTH 103 Introduction to Technical Mathematics ................... 3
WKO 101 Workplace Skills Development .............................. 1
SPH 107 Fundamentals of Public Speaking .............................. 3
Humanities Elective ............................................................... 3
Social Science Elective ......................................................... 3
Natural Science or MTH Elective .............................................. 3
*CIS requirement is included in the Applied Technology Core

APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:
ADM 100 Industrial Safety ....................................................... 3
ADM 101 Precision Measurement .............................................. 3
ADM 102 Computer Aided Design .......................................... 3
ADM 104 Introduction to Computer Integrated Manufacturing/Materials & Processes ............... 3
ADM 105 Fluid Systems .......................................................... 3
ADM 106 Quality Control Concepts ....................................... 3
*CIS 146 Microcomputer Applications ................................. 3

MACHINE TOOL TECHNOLOGY REQUIREMENTS
MTT 121 Basic Blueprint Reading for Machinists ................... 3
MTT 128 Geometric Dimensioning and Tolerancing I ............. 3
MTT 137 Milling I ................................................................. 3
TOTAL ................................................................................... 58

ASSOCIATE OF APPLIED SCIENCE DEGREE

Industrial Maintenance/Instrumentation

Program Code: AP.ADM.IMTI CIP CODE: 15.0613

GENERAL EDUCATION CORE REQUIREMENTS:
ENG 101 English Composition ................................................. 3
MTH 103 Introduction to Technical Mathematics ................... 3
WKO 101 Workplace Skills Development .............................. 1
SPH 107 Fundamentals of Public Speaking .............................. 3
Humanities Elective ............................................................... 3
Social Science Elective ......................................................... 3
Natural Science or MTH Elective .............................................. 3
*CIS requirement is included in the Applied Technology Core

APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:
ADM 100 Industrial Safety ....................................................... 3
ADM 101 Precision Measurement .............................................. 3
ADM 102 Computer Aided Design .......................................... 3
ADM 103 Introduction to Computer Integrated Manufacturing/Materials & Processes ............... 3
ADM 104 Introduction to Thermal/Electrical Principles ........... 3
ADM 105 Fluid Systems .......................................................... 3
ADM 106 Quality Control Concepts ....................................... 3
*CIS 146 Microcomputer Applications ................................. 3

MACHINE TOOL TECHNOLOGY REQUIREMENTS
MTT 121 Basic Blueprint Reading for Machinist ................... 3
MTT 128 Geometric Dimensioning and Tolerancing I ............. 3
MTT 137 Milling I ................................................................. 3
TOTAL ................................................................................... 58
Programs of Study

MTT 140 Basic Computer Numerical Control
Turning Programming I .................................................. 3
MTT 141 Basic Computer Numerical Control
Milling Programming I .................................................. 3
MTT 147 Introduction to Machine Shop I ......................... 3
MTT 148 Introduction to Machine Shop I Lab .................... 3
MTT 149 Introduction to Machine Shop II ......................... 3
MTT 150 Introduction to Machine Shop II Lab .................. 3
MTT 241 CNC Milling Lab I .............................................. 3
MTT 243 CNC Turning Lab I ............................................. 3

TOTAL ............................................................................... 27

MACHINE TOOL TECHNOLOGY

MANUAL MACHINING
Short Term Certificate

Program Code: CTS.ADM.MTT.MAN CIP CODE: 15.0613

MTT 107 Manual Calculations I ........................................ 3
MTT 108 Machinist Handbook Functions I ...................... 3
MTT 134 Lathe Operations I ............................................. 3
MTT 135 Lathe Operations I Lab ...................................... 3
MTT 137 Milling I ............................................................ 3
MTT 138 Milling I Lab ...................................................... 3
MTT 162 Precision Grinding ............................................ 3
MTT 163 Precision Grinding Lab ...................................... 3
MTT 281 Special Topics in Machine Tool Technology ........ 3

TOTAL ............................................................................... 76

ADVANCED CNC
Short Term Certificate

Program Code: CTS.ADM.MTT.CNC CIP CODE: 15.0613

MTT 109 Orientation to Computer Assisted Manufacturing .. 3
MTT 212 Advanced Computer Numerical Control Turning .. 3
MTT 213 Advanced Computer Numerical Control Milling .. 3
MTT 139 Basic Computer Numerical Control .................. 3
MTT 219 Computer Numerical Control Graphics: Turning .. 3
MTT 220 Computer Numerical Control Graphics: Milling .. 3
MTT 242 CNC Milling Lab II ............................................. 3
MTT 244 CNC Turning Lab II ............................................ 3
MTT 281 Special Topics in Machine Tool Technology ........ 3

TOTAL ............................................................................... 27

PROCESS TECHNOLOGY

Short Term Certificate

Program Code: CTS.ADM.PCT CIP CODE: 15.0613

PROCESS TECHNOLOGY COURSE REQUIREMENTS:
PCT 100 Fundamentals of Process Technology ................ 3
PCT 105 Process Tech I - Equipment ............................... 4
PCT 115 Instrumentation I .............................................. 3
PCT 215 Instrumentation II ............................................. 4
PCT 220 Process Tech II – Systems ................................. 4
PCT 230 Process Tech III – Operations ........................... 4
PCT 240 Process Troubleshooting ................................... 4
Natural Science or Technical Elective ............................. 3

TOTAL ............................................................................... 29

LONG TERM CERTIFICATE

Program Code: CTL.ADM.PCT CIP CODE: 15.0613

GENERAL EDUCATION CORE REQUIREMENTS:
ENG 101 English Composition ........................................ 3
SPH 107 Fundamentals of Public Speaking ...................... 3
Natural Science or MTH Elective ..................................... 3
* CIS requirement is included in the Applied Technology Core

APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:
ADM 100 Industrial Safety ............................................... 3
ADM 101 Precision Measurement .................................... 3
ADM 102 Computer Aided Design .................................. 3
ADM 103 Introduction to Computer ................................. 3
Integrated Manufacturing/Materials & Processes .............. 3
ADM 104 Introduction to Thermal/Electrical Principles ........ 3
ADM 105 Fluid Systems .................................................. 3
ADM 106 Quality Control Concepts ............................... 3
* CIS 146 Microcomputer Applications .......................... 3

PROCESS TECHNOLOGY COURSE REQUIREMENTS:
PCT 100 Fundamentals of Process Technology ................ 3
PCT 105 Process Tech I - Equipment ............................... 4
PCT 115 Instrumentation I .............................................. 3
PCT 215 Instrumentation II ............................................. 4
PCT 220 Process Tech II – Systems ................................. 4
PCT 230 Process Tech III – Operations ........................... 4
PCT 240 Process Troubleshooting ................................... 4

TOTAL ............................................................................... 59
ASSOCIATE OF APPLIED SCIENCE DEGREES AND CERTIFICATES

PROCESS TECHNOLOGY
Associate of Applied Science Degree
Applied Technology

Program Code: AP.ADM.PCT CIP CODE: 15.0613

GENERAL EDUCATION CORE REQUIREMENTS:
ENG 101 English Composition .........................................................3
MTH 103 Introduction to Technical Mathematics .............................3
WKO 101 Workplace Skills Development ...........................................1
SPH 107 Fundamentals of Public Speaking .........................................3
Humanities Elective ........................................................................3
Social Science Elective ..................................................................3
Natural Science or MTH Elective .......................................................3
*CIS requirement is included in the Applied Technology Core

APPLIED TECHNOLOGY CORE COURSE REQUIREMENTS:
ADM 100 Industrial Safety .................................................................3
ADM 101 Precision Measurement ......................................................3
ADM 102 Computer Aided Design ....................................................3
ADM 103 Introduction to Computer Integrated Manufacturing/Materials & Processes ..................3
ADM 104 Introduction to Thermal/Electrical Principles .......................3
ADM 105 Fluid Systems ..................................................................3
ADM 106 Quality Control Concepts ..................................................3
*CIS 146 Microcomputer Applications ..............................................3

PROCESS TECHNOLOGY COURSE REQUIREMENTS:
PCT 100 Fundamentals of Process Technology ..................................3
PCT 105 Process Tech I - Equipment ................................................4
PCT 115 Instrumentation I .................................................................3
PCT 215 Instrumentation II ...............................................................4
PCT 220 Process Tech II – Systems ....................................................4
PCT 230 Process Tech III – Operations ..............................................4
PCT 240 Process Troubleshooting .....................................................4
Natural Science or Technical Elective ...............................................3

TOTAL ..................................................................................................72

END OF APPLIED TECHNOLOGY PROGRAM OPTIONS

BARBERING
Basic Barbering Certificate

Program Code: CT.BARB CIP Code: 12.0402

This is a certificate program which prepares students for employment in the profession of barbering. Students must complete both certificates to qualify for a barbering license. This program will provide students with basic knowledge of barbering. Emphasis is placed on safety, sanitation and hygiene and the care and use of barbering tools. Students will gain “hands on” experience in basic barbering skills.

BAR 110 Orientation to Barbering ......................................................3
BAR 111 Science of Barbering ...........................................................3

BARBERING
Advanced Barbering Certificate

Program Code: CT.BARB.ADV CIP Code: 12.0402

The advanced certificate in barbering is designed to allow the student to develop knowledge in barber shop management skills and employment skills. Coursework is designed to allow the student to gain advance skills in barbering and hair design and to prepare students to pass the state board license test for barbering.

TOTAL CREDITS ..................................................................................16

BUSINESS ADMINISTRATION
Option I
Accounting Technology

Associate of Applied Technology

Program Code: AP.BUS.ACCT CIP Code: 52.0201

This program is designed primarily for students who plan to seek employment in financial or managerial accounting. This program is also appropriate for students who are employed and who wish to upgrade their understanding of accounting principles and practices. Although the program is not designed primarily for transfer, many of the courses are transferable to some senior institutions.

GENERAL EDUCATION CORE REQUIREMENTS:
ORI 101 Orientation to College ......................................................1
ENG 101 English Composition I .......................................................3
### Programs of Study

#### BUSINESS ADMINISTRATION

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>BUS 215 Business Communications</td>
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</tr>
<tr>
<td>MTH Elective (to be selected from MTH 110-115 OR MTH 120 through MTH 126)</td>
<td>3-4</td>
</tr>
<tr>
<td>ECO 231 Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>SPH 107 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CIS 146 Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>CIS Computer Information Systems Elective</td>
<td>3</td>
</tr>
<tr>
<td>Humanities/Fine Arts Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Total: 25-26

#### MAJOR COURSE REQUIREMENTS:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 241 Principles of Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 242 Principles of Accounting II</td>
<td>3</td>
</tr>
<tr>
<td>BUS 246 Accounting on the Microcomputer</td>
<td>3</td>
</tr>
<tr>
<td>BUS 248 Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>*BUS 253 Individual Income Tax</td>
<td>3</td>
</tr>
<tr>
<td>BUS 263 The Legal and Social Environment of Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS 271 Business Statistics I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 275 Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>CIS 147 Advanced Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>ECO 232 Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>CIS 111 Word Processing Software Applications</td>
<td>3</td>
</tr>
<tr>
<td>BUS Electives</td>
<td>6</td>
</tr>
</tbody>
</table>

Total: 25-26

#### TOTAL CREDITS: 64-65

*Course offered on Decatur Campus, Spring Semester.

### GENERAL EDUCATION CORE REQUIREMENTS:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORI 101 Orientation to College</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 215 Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>MTH Elective (to be selected from MTH 110-115 OR MTH 120-126)</td>
<td>3-4</td>
</tr>
<tr>
<td>ECO 231 Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>SPH 107 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CIS 146 Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>CIS Computer Information Systems Elective</td>
<td>3</td>
</tr>
<tr>
<td>Humanities/Fine Arts Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Total: 25-26

### BUSINESS ADMINISTRATION

#### Option II

**Business Administration**

Associate of Applied Science Degree

Program Code: AP.BUAD  CIP Code: 52.0201

This program is designed primarily for students who plan to seek employment in a business-related field. This program is also appropriate for students who are employed and wish to upgrade their business skills and knowledge. Although this program is not designed for transfer, many of the courses are transferable to some senior institutions.

#### GENERAL EDUCATION CORE REQUIREMENTS:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORI 101 Orientation to College</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 215 Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>MTH Elective (to be selected from MTH 110-115 OR MTH 120-126)</td>
<td>3-4</td>
</tr>
<tr>
<td>ECO 231 Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>SPH 107 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>CIS 146 Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>CIS Computer Information Systems Elective</td>
<td>3</td>
</tr>
<tr>
<td>Humanities/Fine Arts Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Total: 25-26

### MAJOR COURSE REQUIREMENTS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 241 Principles of Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 242 Principles of Accounting II</td>
<td>3</td>
</tr>
<tr>
<td>BUS 263 The Legal and Social Environment of Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS 271 Business Statistics I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 275 Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>BUS 285 Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>BUS Business Electives</td>
<td>6</td>
</tr>
<tr>
<td>BUS 190 Workshops</td>
<td>6</td>
</tr>
<tr>
<td>ECO 232 Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>Electives (To be selected from the following BUS, CIS, RLS)</td>
<td>6</td>
</tr>
</tbody>
</table>

Total: 39
### BUSINESS ADMINISTRATION

#### Certificate

**Entrepreneurship**

Program Code: CT.ENTRE  CIP Code: 52.0201

This certificate program is designed to give individuals essential skills for developing and operating a small business.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORI 101 Orientation to College</td>
<td>1</td>
</tr>
<tr>
<td>BUS 190F Organizational Communications</td>
<td>1</td>
</tr>
<tr>
<td>BUS 190G Interpersonal Relationships</td>
<td>1</td>
</tr>
<tr>
<td>BUS 190L Developing a Business Plan</td>
<td>1</td>
</tr>
<tr>
<td>BUS 190M Evaluating the Entrepreneurial Personality</td>
<td>1</td>
</tr>
<tr>
<td>BUS 190W Customer Service</td>
<td>1</td>
</tr>
<tr>
<td>BUS 190Y Leadership Skills</td>
<td>1</td>
</tr>
<tr>
<td>BUS 241 Principles of Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 263 The Legal and Social Environment of Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS 279 Small Business Management</td>
<td>3</td>
</tr>
<tr>
<td>TOTAL CREDITS</td>
<td>17</td>
</tr>
</tbody>
</table>

#### BUSINESS ADMINISTRATION

**Option IV**

**Management**

Associate of Applied Science Degree

Program Code: AP.BUS.MGT  CIP Code: 52.0201

This program provides training and experience for persons who are currently operating a small business or who wish to become employed in the small business sector with management responsibilities. It also provides training for those who are employed or who are seeking employment in management positions. The program is not designed for transfer, although some of the courses may transfer to some senior institutions. NOTE: Required courses may not be at all sites every semester. Due to limited course offerings, degree seeking students may find it necessary to extend completion timelines and attend both day and evening classes at various campus sites.

**GENERAL EDUCATION CORE REQUIREMENTS**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORI 101 Orientation to College</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 279 The Legal and Social Environment of Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS 271 Business Statistics I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 275 Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>BUS 271 Business Statistics I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 285 Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>BUS 279 Small Business Management</td>
<td>3</td>
</tr>
<tr>
<td>TOTAL CREDITS</td>
<td>40</td>
</tr>
</tbody>
</table>

### BUSINESS ADMINISTRATION

**Option V**

**Real Estate Sales and Management**

Associate of Applied Science Degree

Program Code: AP.BUS.REAL.ESTATE  CIP Code: 52.0201

This program offers persons employed in the real estate field opportunities to pursue related course work. It provides basic information for those interested in entering the real estate professions as well. RLS 101 Real Estate Principles (as approved by the Alabama Real Estate Commission) is a pre-licensure course for those interested in selling.

**GENERAL EDUCATION CORE REQUIREMENTS**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORI 101 Orientation to College</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 271 Business Statistics I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 275 Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>BUS 279 Small Business Management</td>
<td>3</td>
</tr>
<tr>
<td>BUS 285 Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>CIS or BUS Elective</td>
<td>3</td>
</tr>
<tr>
<td>TOTAL CREDITS</td>
<td>35</td>
</tr>
</tbody>
</table>

## TOTAL CREDITS

- **BUSINESS ADMINISTRATION**
  - Certificate: 17 credits
  - Option IV: 40 credits
  - Option V: 35 credits

- **TOTAL CREDITS**: 65-66 credits

- **MAJOR COURSE REQUIREMENTS**: 25-26 credits

### Programs of Study

- **BUSINESS ADMINISTRATION**
  - Certificate: 17 credits
  - Option IV: 40 credits
  - Option V: 35 credits
  - **TOTAL CREDITS**: 65-66 credits

### Total Credits

- **65-66 credits**
ASSOCIATE OF APPLIED SCIENCE DEGREES AND CERTIFICATES

MAJOR COURSE REQUIREMENTS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 241 Principles of Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 263 The Legal and Social Environment of Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS 271 Business Statistics I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 275 Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>BUS 279 Small Business Management</td>
<td>3</td>
</tr>
<tr>
<td>BUS 285 Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>ECO 232 Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>RLS 101 Real Estate Principles</td>
<td>4</td>
</tr>
<tr>
<td>RLS 110 Real Estate Finance</td>
<td>3</td>
</tr>
<tr>
<td>RLS 125 Real Estate Law</td>
<td>3</td>
</tr>
<tr>
<td>RLS or BUS Electives</td>
<td>3</td>
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</tbody>
</table>

Total: 34

TOTAL CREDITS: 60

BUSINESS ADMINISTRATION

Option VI

Paralegal

Associate of Applied Science Degree

Program Code: AP.BUS.PRL

CIP Code: 52.0201

GENERAL EDUCATION CORE REQUIREMENTS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORI 101 Orientation to College</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>SPH 107 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>Humanities/Fine Arts Elective</td>
<td>3</td>
</tr>
<tr>
<td>Social/Behavioral Science Elective</td>
<td>6</td>
</tr>
<tr>
<td>MTH Elective (to be selected from MTH 110-115 OR MTH 120-126)</td>
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</tr>
</tbody>
</table>

Total: 21-22

MAJOR COURSE REQUIREMENTS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>BUS 215 Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>BUS 241 Principles of Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 263 The Legal and Social Environment of Business OR PRL 150 Commercial Law</td>
<td>3</td>
</tr>
<tr>
<td>BUS 275 Principles of Management OR PRL 282 Law Office Management and Procedures</td>
<td>3</td>
</tr>
<tr>
<td>CIS 146 Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>CIS Elective (CIS 111, 113, 115 or 117 recommended)</td>
<td>3</td>
</tr>
<tr>
<td>PRL 160 Criminal Law and Procedure OR CRJ 130 Intro to Law &amp; Procedure OR CRJ 140 Criminal Law &amp; Procedure</td>
<td>3</td>
</tr>
<tr>
<td>PRL 210 Real Property Law OR RLS 101 Real Estate Principle OR RLS 125 Real Estate Law</td>
<td>3</td>
</tr>
<tr>
<td>PRL Elective</td>
<td>3</td>
</tr>
<tr>
<td>PRL Electives (Choose from PRL 101, 102, 230, 240 or 262)</td>
<td>15</td>
</tr>
</tbody>
</table>

Total: 42

TOTAL CREDITS: 63-64

CHILD DEVELOPMENT

Assocate of Applied Science Degree

Program Code: AP.CHD

CIP Code: 19.0708

This program is designed primarily for students who plan to seek employment in preschool or school age programs. All students are required to complete the General Education Core Requirements and the Child Development Common Core courses.

GENERAL EDUCATION CORE REQUIREMENTS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORI 101 Orientation to College</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>Fine Arts Elective (Choose from ART 100, ART 203, ART 204, MUS 101, THR 120)</td>
<td>3</td>
</tr>
<tr>
<td>SPH 107 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>MTH 116 Mathematical Applications OR MTH 112 Precalculus Algebra</td>
<td>3</td>
</tr>
<tr>
<td>BIO 103 Principles of Biology I</td>
<td>4</td>
</tr>
<tr>
<td>CIS 146 Microcomputer Applications</td>
<td>3</td>
</tr>
<tr>
<td>History Elective</td>
<td>3</td>
</tr>
<tr>
<td>PSY 200 General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

Total General Credit Hours: 29

MAJOR COURSE REQUIREMENTS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHD 202 Children’s Creative Experiences</td>
<td>3</td>
</tr>
<tr>
<td>CHD 203 Children’s Literature and Language Development</td>
<td>3</td>
</tr>
<tr>
<td>CHD 204 Methods and Materials for Teaching Children</td>
<td>3</td>
</tr>
<tr>
<td>CHD 205 Program Planning for Educating Young Children</td>
<td>3</td>
</tr>
<tr>
<td>CHD 206 Children’s Health and Safety</td>
<td>3</td>
</tr>
<tr>
<td>CHD 209 Infant and Toddler Education Programs</td>
<td>3</td>
</tr>
<tr>
<td>CHD 210 Educating Exceptional Children</td>
<td>3</td>
</tr>
<tr>
<td>CHD 215 Supervised Practical Experiences in Child Development</td>
<td>3</td>
</tr>
<tr>
<td>PSY 211 Child Growth and Development Principles</td>
<td>3</td>
</tr>
<tr>
<td>Child Development Electives</td>
<td>6</td>
</tr>
<tr>
<td>Choose two (2) of the following: CHD 100 Introduction of Early Care and Education of Children</td>
<td>3</td>
</tr>
<tr>
<td>CHD 214 Families and Communities in Early Childcare and Education Programs</td>
<td>3</td>
</tr>
<tr>
<td>CHD 220 Parenting Skills</td>
<td>3</td>
</tr>
<tr>
<td>General Electives</td>
<td>6</td>
</tr>
</tbody>
</table>

Total Credit Hours: 39

TOTAL CREDITS: 68

Students also have the option of completing the following specialty course requirements for additional professional training.

Administration

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHD 208 Administration of Child Development Programs</td>
<td>3</td>
</tr>
<tr>
<td>BUS 263 The Legal and Social Environment of Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS 275 Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>BUS 279 Small Business Management</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Administration Credit Hours: 12
CHILD DEVELOPMENT

CDA Credential

This program meets the needs of those students interested in the 120 clock hours of formal training necessary for the nationally recognized CDA credential. This CDA Credential is awarded by the Council for Early Childhood Professional Recognition in Washington, D.C.

CHD 202 Children’s Creative Experiences .................................................. 3
CHD 204 Methods and Materials for Teaching Preschool Children ............. 3
CHD 206 Children’s Health and Safety .......................................................... 3

CHILD DEVELOPMENT

Certificate

Program Code: CT.CHD CIP Code: 19.0708

This program is designed to enrich the child care student/worker and serve as an intermediate step for those individuals continuing their work toward an associate degree in Child Development.

GENERAL EDUCATION CORE REQUIREMENTS

ORI 101 Orientation to College ...................................................................... 1
*COM 100 Introductory Technical English OR
ENG 101 English Composition I .................................................................. 3
MTH 116 Mathematical Applications OR
MTH 112 Precalculus Algebra ....................................................................... 3
*OAD 101 Beginning Keyboarding OR
CIS 146 Microcomputer Applications ............................................................... 3

MAJOR COURSE REQUIREMENTS

PSY 211 Child Growth and Development Principles .................................. 3
CHD 202 Children’s Creative Experiences .................................................. 3
CHD 204 Methods and Materials for Teaching Children ........................... 3
CHD 205 Program Planning for Educating Young Children ....................... 3
CHD 210 Educating Exceptional Children ...................................................... 3

Total Credits .................................................................................................. 25

*Students who may want to pursue the Child Development Associate of Applied Science degree should take ENG 101 and CIS 146 course options.

CLINICAL LABORATORY TECHNICIAN (CLT)

Associate of Applied Science Degree

Program Code: AP.CLT CIP Code: 51.1004

A clinical (or medical) laboratory technician is an integral part of the healthcare team. The responsibilities of a CLT (or MLT) include processing and analyzing blood, body fluid or other specimens in order to provide accurate and timely information to the ordering physician. The clinical information produced by the clinical laboratory technician is utilized to make diagnostic and treatment decisions. The program

can be completed in five (5) semesters for a total of 73 semester hours.

The College is in “serious applicant status” for accreditation from the National Accrediting Agency for Clinical Laboratory Sciences (NAA-CLS) for the clinical laboratory technician program. Graduates, upon successful completion of an accredited program, will be eligible to take a nationally-recognized certificate exam, the ASCP (American Society for Clinical Pathologists) Medical Laboratory Technician (MLT) certification exam. Be advised that a criminal and/or drug history could result in denial of permission to take the credentialing examination.

Drug Testing/Background Checks
As stipulated by the health agencies with which the Allied Health Department contracts for clinical experience, each student enrolled in any clinical experiences at Calhoun Community College will undergo drug, alcohol testing and/or background checks as a precondition to beginning a clinical rotation. The fee for testing/checks is the responsibility of the student. Written guidelines for the process will be provided to the student at the beginning of the course.

POLICIES AND CURRICULUM

Policies and Curriculum for the Associate Degree Clinical Laboratory Technician program are subject to change at any time. Written notice will be given to all students enrolled in CLT courses prior to implementation of change.

PROGRAM CURRICULUM

GENERAL EDUCATION CORE REQUIREMENTS

ORI 101 Orientation to College ...................................................................... 1
ENG 101 English Composition I .................................................................. 3
ENG 102 English Composition II OR
MTH 100 Intermediate College Algebra or Higher ..................................... 3
MTH 101 Precalculus Algebra ....................................................................... 3
BIO 201 Anatomy and Physiology I ............................................................. 4
BIO 202 Anatomy and Physiology II ............................................................ 4
Speech Elective (Choose from SPH 106 OR 107 OR 116) ......................... 3
PSY 200 General Psychology ................................................................. 3

Total .................................................................................................................. 24

MAJOR COURSE REQUIREMENTS

CLT 100 Phlebotomy ..................................................................................... 2
CLT 111 Urinalysis & Body Fluids ............................................................... 3
CLT 121 Hematology .................................................................................... 5
CLT 131 Laboratory Techniques ................................................................. 3
CLT 141 Microbiology I ................................................................................ 5
CLT 142 Microbiology II .............................................................................. 5
CLT 151 Clinical Chemistry ......................................................................... 5
CLT 161 Integrated Laboratory Simulation .................................................. 2
CLT 191 Immunohematology ...................................................................... 5
CLT 293 Clinical Seminar ............................................................................ 2
CLT 294 Practicum I (U/A & Heme) ............................................................. 3
CLT 295 Practicum II (Micro) ...................................................................... 3
CLT 296 Practicum III (Blood Bank) .............................................................. 3
CLT 297 Practicum IV (Chemistry) .............................................................. 3
Programs of Study

TOTAL ...........................................................................................................49
TOTAL CREDITS .........................................................................................73

ADMISSION REQUIREMENTS
Applicants must meet the minimum admission standards to be considered for selection. After meeting all minimum requirements, applicants are rank-ordered using a 100-point system. Applicants not meeting minimum admission standards will not be considered. Minimum admission standards for the Associate Degree Clinical Laboratory Technician Program include

1. Unconditional admission to the college.
2. Receipt of completed application for the Associate Degree Clinical Laboratory Technician program by posted deadlines.
3. A minimum of 2.50 cumulative Grade Point Average (GPA) on college work attempted within the last two years.
4. A minimum of 2.50 high school Grade Point Average (GPA) for students without prior college work.
5. NOTE: GED is acceptable in lieu of high school transcript.
6. Eligibility for English 101 and Math 100 as determined by college policy.
7. Good standing with college.
8. Meeting the essential functions or technical standards required for CLT.
9. A score of 76 or higher on the COMPASS Reading Examination (or related ACT Reading Score of 17 or higher).
10. Keyboarding skill of at least 25 words per minute as determined by typing test; or completion of a keyboarding, word processing, or computer applications course.

SELECTION PROCESS

Since class size is limited, the Admission Committee will evaluate each applicant’s academic performance and select applicants with the strongest academic record. A 100-point system is used to evaluate academic standing based on the following calculation of points for students meeting Minimum Admission Requirements:

1. Points for grades in selected college or high school courses (maximum 90): A = 30 points, B = 20 points, C = 10 points
   - College courses are
     - MTH 100 or higher
     - BIO 103 or BIO 201 or BIO 202
     - CHM 104 or CHM 111 or higher
   - High school courses are:
     - Algebra II or higher-level math
     - Highest level Biology
     - Chemistry

2. Additional Points (maximum 10 points)
   Students may be awarded up to 10 points as determined for
   - Completion of Phlebotomy Course.....................................................5 points
     Transcript or certificate of completion must be provided
   - Calhoun Points – Credit hours completed at this college up to 5 points
     - >11 hrs=5, 9-11 hrs=4, 6-8 hrs=3, <6 hrs=2

3. Applicant’s cumulative GPA may be considered in the selection process. Applicant may be requested to provide a letter of recommendation from faculty or employer. This letter of recommendation may be considered in the selection process.

ENROLLMENT REQUIREMENTS FOR CLT AAS DEGREE PROGRAM

Once enrolled in the CLT program and prior to being scheduled for any laboratory or clinical experience, the student must

1. Provide a current Student Health Form (provided) that has been completed by a licensed physician or nurse practitioner which will include documentation of:
   - Two-step Mantoux skin test (PPD) or chest X-ray,
   - Immunity or vaccination for rubella, tetanus, and varicella-zoster, and
   - Ability to perform essential functions as listed on health form.
2. Present proof that they have received the three (3) Hepatitis B vaccinations or proof of immunity to the Hepatitis B virus. If a student chooses not to receive the Hepatitis B vaccine, they must sign a form indicating their refusal (waiver form).
3. Provide proof of purchase of professional liability insurance through the College as required by CLT program.
4. In addition to the above College requirements, the contracts between Calhoun Community College and area healthcare providers require proof of the following prior to students being scheduled for or attending a clinical experience:
   - Current cardiopulmonary resuscitation (CPR) course completion,
   - Drug and / or alcohol abuse testing, and
   - Criminal background check.
5. Fees / costs for all of the above enrollment requirements will be the sole responsibility of the student.

ESSENTIAL FUNCTIONS

Requirements for students entering and participating in the Clinical Laboratory Technician program include but are not limited to the ability to

1. lift 40 pounds
2. hear high and low frequency sounds within normal range, with or without corrective devices.
3. see with 20/40 visual acuity, with or without corrective lenses.
4. feel veins and pulses.
5. smell body and environmental odors.
6. coordinate eye and hand movements.
7. coordinate motor movements.
8. see different color spectrums.
9. read, comprehend and write legibly in the English language.
10. send and receive verbal messages in the English language and to respond appropriately.
11. perform correctly simple mathematical computations.
12. walk and transport equipment without assistance.
13. reach and position overhead equipment used in the laboratory.
14. be oriented to reality and not be mentally impaired by mind-altering substances.
PROGRESSION IN THE PROGRAM

Students are expected to meet co-requisite requirements to progress in the program. Students must maintain a 2.0 GPA in all courses taken and/or transferred to Calhoun to continue in the program. Once accepted in to the CLT program, all coursework requires a grade of C or better to continue.

The course curriculum must be followed as listed on current schedules.

ENROLLMENT REQUIREMENTS FOR CLT 100 – PHLEBOTOMY COURSE ONLY

Once enrolled in the CLT 100 - Phlebotomy course and prior to being scheduled for any laboratory or clinical experience, the student must

1. Provide a current Student Health Form (provided) that has been completed by a licensed physician or nurse practitioner which will include documentation of
   - Two-step Mantoux skin test (PPD) or chest X-ray,
   - Immunity or vaccination for rubella, tetanus, and varicella-zoster, and
   - Ability to perform essential functions as listed on health form.
2. Present proof that they have received the three (3) Hepatitis B vaccinations or proof of immunity to the Hepatitis B virus. If a student chooses not to receive the Hepatitis B vaccine, they must sign a form indicating their refusal (waiver form).
3. Provide proof of purchase of professional liability insurance through the College as required by CLT 100 - Phlebotomy course. The insurance fee must be paid with tuition.
4. In addition to the above College requirements, the contracts between Calhoun Community College and area healthcare providers require proof of the following prior to students being scheduled for or attending a clinical experience
   - Current cardiopulmonary resuscitation (CPR) course completion.
   - Drug and / or alcohol abuse testing, and
   - Criminal background check.
5. Fees / costs for all of the above course requirements will be the sole responsibility of the student.

COMPUTER GRAPHICS

Option I

Graphic Design

Program Code: AP.CMP.GRAPHICS  CIP Code: 50.0401

This program is for those interested in refining artistic talents and in preparing a professional quality portfolio in order to strengthen employment possibilities. Courses in graphic design, advertising, computer graphics and technical illustration are emphasized in this program. Some courses are offered only once a year in the day program on the Decatur campus. Students should plan schedules with the advice of the art faculty.

A formal review of a professional quality portfolio of the student’s work is required upon completion of the program of study.

COMPUTER GRAPHICS

Option II

Computer Graphics/Electronic Imaging

Program Code: AP.CMP.IMAGE  CIP Code: 50.0401

This program is for those interested in refining artistic talents and in preparing a professional quality portfolio in order to strengthen employment possibilities. Courses in graphic design, advertising, computer graphics, technical illustration, and multimedia production are emphasized in this program. Some courses are offered only once a year in the day program on the Decatur campus. Students should plan schedules with the advice of the art faculty.
Programs of Study

A formal review of a professional quality portfolio of the student's work is required upon completion of the program of study. Option II offers a greater emphasis on Computer Graphics/Electronic Imaging.

Year I (Fall)
ART 113 Drawing I .................................................3
ART 121 Two Dimensional Composition I .................3
ART 221 Computer Graphics I .................................3
VCM 180 Introduction to Graphic Design .................3
ORI 101 Orientation to College ..............................1
ART 203 Art History I .............................................3
Total ....................................................................16

Year I (Spring)
ART 253 Graphic Design I .......................................3
VCM 150 Typography .............................................3
VCM 232 Advanced Computer Graphics ................3
ART 204 Art History II .........................................3
Choose two (2) General Education Course ..........6
Total ....................................................................18

Year II (Fall)
VCM 250 Introduction to Technical Illustration ..........3
VCM 145 Introduction to Digital Photography ..........3
VCM 281 Digital Design ........................................3
VCM 285 Multimedia Production ...........................3
Choose two (2) General Education Courses ..........6
Total ....................................................................18

Year II (Spring)
VCM 251 Technical Illustration ..............................3
VCM 286 Advanced Multimedia Production ............3
VCM 282 Advanced Digital Design ........................3
ART 254 Graphic Design II ....................................3
ART 299 Portfolio ................................................1
VCM 146 Digital Photography ...............................3
Total ....................................................................16

General Education Course Requirements
ENG 101 English Composition I ................................3
MTH Elective (to be selected from MTH 110-116 OR MTH 120-126) ........3
SPH 107 Fundamentals of Public Speaking ............3
Social Science Elective ........................................3
TOTAL CREDITS ....................................................68

COMPUTER GRAPHICS
Option III
Graphic Animation/Electronic Imaging

Associate of Applied Science Degree

This program is for those interested in refining artistic talents and in preparing a professional quality portfolio in order to strengthen employment possibilities. Courses in graphic design, advertising, computer graphics, technical illustration, multimedia production, and animation are emphasized in this program. Some courses are offered only once a year in the program on the Decatur Campus. Students should plan schedules with the advice of the art faculty. A formal review of a professional quality portfolio of the student's work is required upon completion of the program of study. Option III offers a greater emphasis on Graphic Animation/Electronic Imaging.

Program Code: AP.CMP.ANIMA
CIP Code: 50.0401

Year I (Fall)
ART 113 Drawing I .................................................3
ART 121 Two Dimensional Composition I .................3
ART 221 Computer Graphics I .................................3
VCM 180 Introduction to Graphic Design .................3
ORI 101 Orientation to College ..............................1
ART 203 Art History I .............................................3
Choose one (1) General Education Course ..........3
Total ....................................................................16

Year I (Spring)
ART 253 Graphic Design I .......................................3
CAT 182 3D (Graphics and Animation) .................3
VCM 232 Advanced Computer Graphics ................3
ART 293 Art History I .........................................3
Choose one (1) course from General Education Courses 3
Total ....................................................................15

Year II (Fall)
VCM 250 Introduction to Technical Illustration ..........3
VCM 145 Introduction to Digital Photography ..........3
VCM 281 Digital Design ........................................3
VCM 285 Multimedia Production ...........................3
ART 283 Graphic Animation I ................................3
Choose one (1) course from General Education Courses 3
Total ....................................................................18

Year II (Spring)
VCM 251 Technical Illustration ..............................3
VCM 286 Advanced Multimedia Production ............3
VCM 282 Advanced Digital Design ........................3
ART 284 Graphic Animation II ..............................3
ART 299 Portfolio ................................................1
ART 204 Art History II .........................................3
Choose one (1) course from General Education Courses 3
Total ....................................................................19

General Education Core
ENG 101 .................................................................3
MTH Elective: 110-115 or 120-126 (Choose one) ....3-4
SPH 107 Fundamentals of Public Speaking ............3
Social Science Elective ........................................3
TOTAL CREDITS ....................................................68

COMPUTER INFORMATION SYSTEMS
Option I
Microcomputer Applications

Associate of Applied Science Degree

Program Code: AP.CIS.MICRO
CIP Code: 11.0101

This program of study is under revision, please consult with CIS Department before registering.

This program is designed for students seeking employment in the field of the technical concentration. The program is not designed for
transfer, although many of the courses are transferable to some senior institutions. NOTE: Required courses may not be available every semester. Due to limited course offerings, degree seeking students may find it necessary to extend completion timelines and attend both day and evening classes.

GENERAL EDUCATION CORE REQUIREMENTS

ORI 101 Orientation to College...........................................................1
ENG 101 English Composition I............................................................3
BUS 215 Business Communications......................................................3
SPH 107 Fundamentals of Public Speaking..........................................3
MTH Elective (to be selected from MTH 110 through 115
 OR MTH 120 through 126).................................................................3
CIS 146 Microcomputer Applications...................................................3
ECO 231 Principles of Macroeconomics..............................................3
Humanities/Fine Arts Elective...............................................................3

Total.................................................................................................22

MAJOR COURSE REQUIREMENTS

BUS 241 Principles of Accounting I......................................................3
BUS 242 Principles of Accounting II.....................................................3
CIS 147 Advanced Microcomputer Applications...................................3
CIS 148 Visual Basic Applications.......................................................3
CIS 150 Introduction to Computer Logic and Programming....................3
CIS 197C Dreamweaver......................................................................3
CIS 111 Word Processing Software Applications....................................3
CIS 113 Spreadsheet Software Applications........................................3
CIS 249 Microcomputer Operating Systems........................................3
CIS 268 Software Support....................................................................3
CIS 269 Hardware Support.................................................................3
CIS 270 Cisco I..................................................................................3
CIS Electives (Choose from: CIS 207, CIS 209, CIS 212, CIS 213, CIS 250, CIS 251, CIS 252, CIS 255)......................................................6

Total.................................................................................................42

TOTAL CREDITS ..............................................................................64

COMPUTER INFORMATION SYSTEMS

Option II

Programming

Associate of Applied Science Degree

Program Code: AP.CIS.PROG CIP Code: 11.0101

This program of study is under revision, please consult with CIS Department before registering.

This program is designed for students seeking employment in the field of the technical concentration. The program is not designed for transfer, although many of the courses are transferable to some senior institutions. NOTE: Required courses may not be available every semester. Due to limited course offerings, degree seeking students may find it necessary to extend completion timelines and attend both day and evening classes.

GENERAL EDUCATION CORE REQUIREMENTS

ORI 101 Orientation to College...........................................................1
ENG 101 English Composition I............................................................3
BUS 215 Business Communications......................................................3
SPH 107 Fundamentals of Public Speaking........................................3
MTH Elective (to be selected from MTH 110 through 115
 OR MTH 120 through 126).................................................................3

Total.................................................................................................22
### Programs of Study

**Computer Information Systems**

**CISCO Preparation Certificate**

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<th>Course</th>
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<td>CIS 271 CISCO II</td>
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<td>CIS 272 CISCO III</td>
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<td>CIS 273 CISCO IV</td>
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<td>CIS 280 Network Security</td>
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<td>CIS 289 Wireless Networking</td>
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**Software Applications Certificate**

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<td>CIS 197C Dreamweaver</td>
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<td>CIS 197V Microsoft Word Expert</td>
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<td>CIS 197T Microsoft Excel Expert</td>
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<td>CIS 115 Presentation Graphics Applications</td>
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<td>CIS 117 Database Management Applications</td>
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**Adobe Certified Associate (ACA)**

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**Computer Technician Preparation Certificate**

Program Code: CT.CIS.CISCO  
CIP Code: 11.0101

*This program of study is under revision, please consult with CIS Department before registering.*

**CISCO**

Completion of this certificate indicates a foundation in and apprentice knowledge of Cisco networking.

**Total Credits**

15

**Total Credits**

19

**Total Credits**

67
### Programs of Study

#### COSMETOLOGY/INSTRUCTOR TRAINING
**Certificate**

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<td>****ENG 101 English Composition I</td>
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<tr>
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<tr>
<td>MTH 116 Mathematical Applications</td>
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#### COSMETOLOGY/NAIL TECHNOLOGY
**Certificate**

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#### COSMETOLOGY
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#### COMPUTER INFORMATION SYSTEMS
**Cybersecurity/Computer Forensics**

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DENTAL ASSISTING
Associate of Applied Science Degree

Program Code: AP.DNT	CIP Code: 51.0601

Dental Assisting is a dental auxiliary field. As auxiliary team members, students in the Dental Assisting program are taught to be generalists. They perform a variety of functions in the dental office requiring communication skills, critical thinking and sound judgment. Dental Assistants may provide chairside assistance to the dentist, perform work in the dental laboratory, provide oral hygiene instruction, assist with radiological procedures and/or perform office managerial duties. Through evaluation techniques, Dental Assistants enhance the quality of care the patient receives.

The Associate of Applied Science degree is awarded to the student who completes the general education core requirements and major course requirements for dental assisting. This can be accomplished in four semesters. A three-semester certificate program is also available. Graduates of either program are eligible to apply to take the certification examination administered by the Dental Assisting National Board.

The Dental Assisting program is accredited by the Commission on Dental Accreditation of the American Dental Association, a specialized accrediting body recognized by the Council on Postsecondary Accreditation and by the United States Department of Education. The Dental Assisting program is operated with the approval of the Board of Dental Examiners of Alabama.

PROGRAM OBJECTIVES

Program objectives, as defined by the Dental Assisting program, are utilized to prepare individuals in the program to become competent dental assisting practitioners. Upon successful completion of the Dental Assisting program, graduates will be able to:

1. Utilize effective communicative skills.
2. Participate as a member of the dental health team in the coordination and delivery of patient care.
3. Teach the patient adequate nutrition as it relates to health and the teeth.
4. Perform four-handed assisting skills to assist the dentist in general dentistry.
5. Perform common laboratory procedures.
6. Implement beginning skills for assisting in the dental specialties.
7. Expose, process and mount dental radiographs.
8. Demonstrate skills in organizing and maintaining the secretarial assistant position.
9. Assist the dentist during office emergencies.
10. Demonstrate acceptable behavior by practicing within the ethical and legal guidelines of the Dental Assistant.
11. Participate in continuing education by:
   a. reading current literature.
   b. attending continuing education programs through formal and/or informal educational experiences.
   c. networking with members of the dental health team to impart knowledge.

Admission to the program: Applicants must meet the admission requirements of Calhoun Community College. Applicants must have a 2.5 grade point average, must be eligible to take English 101 and Math 100 OR Mat 112 OR Math 116 or have permission of the Dental Assisting instructor. Program application can be downloaded from the Calhoun website and submitted to the Dental Assistant Director. Deadline for application submission is June 15th. Dental Assisting classes are admitted once a year, fall semester. For more information/appointment, contact the Dental Assisting Director, 256/306-2812 or the Allied Health Department, 306-2786.

TOTAL CREDITS ..............................................................28-29

MAJOR COURSE REQUIREMENTS

COS 151 Nail Care .................................................................3
COS 152 Nail Care Applications ..............................................3
COS 153 Nail Art .................................................................3
COS 154 Nail Art Applications ...............................................3
COS 190 Internship in Cosmetology .......................................3
COS 191 Co-Op ..................................................................3

Total ..................................................................................16

TOTAL CREDITS ..............................................................28-29

8. Demonstrate skills in organizing and maintaining the secretarial assistant position.
9. Assist the dentist during office emergencies.
10. Demonstrate acceptable behavior by practicing within the ethical and legal guidelines of the Dental Assistant.
11. Participate in continuing education by:
   a. reading current literature.
   b. attending continuing education programs through formal and/or informal educational experiences.
   c. networking with members of the dental health team to impart knowledge.

Admission to the program: Applicants must meet the admission requirements of Calhoun Community College. Applicants must have a 2.5 grade point average, must be eligible to take English 101 and Math 100 OR Mat 112 OR Math 116 or have permission of the Dental Assisting instructor. Program application can be downloaded from the Calhoun website and submitted to the Dental Assistant Director. Deadline for application submission is June 15th. Dental Assisting classes are admitted once a year, fall semester. For more information/appointment, contact the Dental Assisting Director, 256/306-2812 or the Allied Health Department, 306-2786.

Students enrolled in the Dental Assisting program fall semester will be required to:

1. Provide evidence of current cardiopulmonary resuscitation (CPR) course completion or take EMS 100. CPR course completion must be maintained throughout the program.
2. Submit a current student Health Examination form completed appropriately by a licensed physician. Form furnished by Allied Health Department.
3. Provide medical verification of two-step Mantoux skin test (chest x-ray if positive) indicating he/she is free of tuberculosis.
4. Provide documentation of immunity for Rubella, Mumps, and Rubella (measles).
5. Provide verification of immunization for hepatitis B and/or show positive antibodies, or sign a waiver.
6. Purchase radiation badge.
7. Purchase professional liability insurance through the college by the first week of classes. (Forms available in the Allied Health Department)
8. Arrange reliable transportation to and from clinical facilities as required by the program.
10. Submit to a background check and drug screen.

Progression in the Program: Students are expected to meet pre-requisite/co-requisite requirements to progress in the program. Students must attain a minimum grade of “C” in theory for each Dental Assisting course and earn a grade of “Satisfactory” for Dental Assisting courses with that component.

Readmission to the Program: A student may be readmitted to a Dental Assisting program one time following a failure of or withdrawal from a Dental Assisting course. Students who are currently returning following a failure are considered to be using their second and final opportunity to complete the Dental Assisting Program. Students may apply for readmittance within one year of original entry by submitting a letter of intent to the Program Director.

The readmission of a student is based on availability of space and the
Policy/Curriculum Changes: Policies/Curriculum changes in the Dental Assisting program are subject to change at any given time. Written documentation will be provided to students currently enrolled in the program prior to change in policy/curriculum.

To be readmitted to the Dental Assisting program, the student must contact the program director at 256-306-2812 to schedule an appointment to discuss readmission.

Fall

<table>
<thead>
<tr>
<th>Course</th>
<th>Cr. Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORI 101 Orientation to College</td>
<td>1</td>
</tr>
<tr>
<td>DNT 100 Introduction to Dental Assisting</td>
<td>2</td>
</tr>
<tr>
<td>DNT 101 Preclinical Procedures I</td>
<td>3</td>
</tr>
<tr>
<td>DNT 102 Dental Materials</td>
<td>3</td>
</tr>
<tr>
<td>DNT 103 Anatomy and Physiology for Dental Assistants</td>
<td>3</td>
</tr>
<tr>
<td>DNT 104 Basic Sciences for Dental Assisting</td>
<td>2</td>
</tr>
<tr>
<td>*PSY 200 General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

Spring

<table>
<thead>
<tr>
<th>Course</th>
<th>Cr. Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>DNT 111 Clinical Practice I</td>
<td>5</td>
</tr>
<tr>
<td>DNT 112 Dental Radiology</td>
<td>3</td>
</tr>
<tr>
<td>DNT 113 Dental Health Education</td>
<td>2</td>
</tr>
<tr>
<td>DNT 116 Preclinical Procedures II</td>
<td>2</td>
</tr>
<tr>
<td>DNT 124 Clinically Applied Infection Control and OSHA Standards</td>
<td>1</td>
</tr>
<tr>
<td>*MTH Elective (May choose from the following)</td>
<td>3</td>
</tr>
<tr>
<td>MTH 100 Intermediate College Algebra</td>
<td></td>
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<tr>
<td>MTH 112 Precalculus Algebra</td>
<td></td>
</tr>
<tr>
<td>MTH 116 Mathematical Applications</td>
<td></td>
</tr>
<tr>
<td>*SPH 107 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
</tbody>
</table>

Summer

<table>
<thead>
<tr>
<th>Course</th>
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</tr>
</thead>
<tbody>
<tr>
<td>DNT 121 Dental Office Procedures</td>
<td>4</td>
</tr>
<tr>
<td>DNT 122 Clinical Practice II</td>
<td>4</td>
</tr>
<tr>
<td>DNT 123 Dental Assisting Seminar</td>
<td>4</td>
</tr>
<tr>
<td>*ENG 101 English Composition I</td>
<td>3</td>
</tr>
</tbody>
</table>

General Education Core Requirements in addition to courses listed above (required for AAS Degree):

<table>
<thead>
<tr>
<th>Course</th>
<th>Cr. Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>*Natural Science elective</td>
<td>4</td>
</tr>
<tr>
<td>*CIS elective</td>
<td>3</td>
</tr>
<tr>
<td>*Humanities/Fine Arts elective</td>
<td>3</td>
</tr>
<tr>
<td>*History or Social Science or Behavioral Science elective</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL CREDITS ..................................................................................64

*General Education Core Courses may be completed prior to entering the program.

Programs of Study

DENTAL ASSISTING

Certificate

Program Code: CT.DNT CIP Code: 51.0601

Dental Assisting is a dental auxiliary field. As auxiliary team members, students in the Dental Assisting program are taught to be generalists. They perform a variety of functions in the dental office requiring communication skills, critical thinking and sound judgment. Dental Assistants may provide chairside assistance to the dentist, perform work in the dental laboratory, provide oral hygiene instruction, assist with radiological procedures and/or perform office managerial duties. Through evaluation techniques, Dental Assistants enhance the quality of care the patient receives.

Certificates are programs of study designed to give students specific skills in a technology. Should students later wish to pursue a degree program, all courses within the certificate will apply toward the degree.

The Dental Assisting program is accredited by the Commission on Dental Accreditation of the American Dental Association, a specialized accrediting body recognized by the Council on Postsecondary Accreditation and by the United States Department of Education. The Dental Assisting program is operated with the approval of the Board of Dental Examiners of Alabama.

PROGRAM OBJECTIVES

Program objectives, as defined by the Dental Assisting program, are utilized to prepare individuals in the program to become competent dental assistant practitioners. Upon successful completion of the Dental Assisting program graduates will be able to

1. Utilize effective communicative skills.
2. Participate as a member of the dental health team in the coordination and delivery of patient care.
3. Teach the patient adequate nutrition as it relates to health and the teeth.
4. Perform four-handed assisting skills to assist the dentist in general dentistry.
5. Perform common laboratory procedures.
6. Implement beginning skills for assisting in the dental specialties.
7. Expose, process and mount dental radiographs.
8. Demonstrate skills in organizing and maintaining the secretarial assistant position.
9. Assist the dentist during office emergencies.
10. Demonstrate acceptable behavior by practicing within the ethical and legal guidelines of the Dental Assistant.
11. Participate in continuing education by:
    a. reading current literature.
    b. attending continuing education programs through formal and/or informal educational experiences.
    c. networking with members of the dental health team to impart knowledge.

Admission to the program: Applicants must meet the admission requirements of Calhoun Community College. Applicants must have a 2.5 grade point average, must be eligible to take English 101 and Math 100, OR Math 112 OR Math 116 or have permission of the
**Programs of Study**

Dental Assisting instructor. Program application can be downloaded from the Calhoun website-dental section and submitted to the Dental Assisting Director. Deadline for program submission is June 15th. Dental Assisting classes are admitted once a year, fall semester. For more information/appointment, contact the Dental Assisting Director, 256/306-2812 or the Allied Health Department, 306-2786.

**Programs of Study**

Students enrolled in the Dental Assisting program fall semester will be required to:

1. Provide evidence of current cardiopulmonary resuscitation (CPR) course completion. CPR course completion must be maintained throughout the program.
2. Submit a current student Health Examination form completed appropriately by licensed physician. Form furnished by Allied Health Department.
3. Provide medical verification of two-step Mantoux skin test (chest x-ray if positive) indicating he/she is free of tuberculosis.
4. Provide documentation of immunity for Rubella, Mumps, and Rubella (Measles).
5. Provide verification of immunization for hepatitis B and/or show positive antibodies, or sign a waiver.
6. Purchase radiation badge.
7. Purchase professional liability insurance through the college by the first week of class. (Forms available in the Allied Health Department)
8. Arrange reliable transportation to and from clinical facilities as required by the program.
10. A negative background check and drug screen completed by the colleges selected agency at the students expense.

When there is probable cause, the Allied Health Department reserves the right to require a prospective student, a student currently enrolled in the program, or a returning student to submit to psychological testing/counseling, a drug screening, and/or a physical examination by a licensed physician at the student’s expense and to submit a report of the outcome to the Allied Health Department. The Allied Health Department will provide a specific form for this purpose when applicable. All reports will be reviewed by the Dental Assisting instructor/Allied Health Department to determine if a student may be admitted, readmitted, or retained in the dental program.

**Progression in the Program:** Students are expected to meet pre-requirement/co-requisite requirements to progress in the program. Students must attain a minimum grade of “C” in theory for each Dental Assisting course and earn a grade of “Satisfactory” for Dental Assisting courses with that component.

**Readmission to the Program:** A student may be readmitted to a Dental Assisting program one time following a failure of or withdrawal from a Dental Assisting course. Students who are currently returning following a failure are considered to be using their second and final opportunity to complete the Dental Assisting program. Students may apply for readmittance within one year of original entry by submitting a letter of intent to the Program Director.

The readmission of a student is based on availability of space and the student-teacher ratio, provided the student is eligible to return. Any student requesting readmission must have a minimum Grade Point Average of 2.5 on all course work attempted. All requirements for students enrolling in the program will apply to students returning to the Dental Assisting Program. Students who re-enter the program may be subject to follow the current curriculum and will be required to validate lab skills.

To be readmitted to the Dental Assisting program, the student must contact the program director at (256/306-2812) to schedule an appointment to discuss readmission.

**Policy/Curriculum Changes:** Policies/Curriculum changes in the Dental Assisting program are subject to change at any given time. Written documentation will be provided to students currently enrolled in the program prior to change in policy/curriculum.

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<td>4</td>
</tr>
<tr>
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</tr>
</tbody>
</table>

**TOTAL CREDITS.................................................................51**

* General Education Core Courses may be completed prior to entering the program.

**EMERGENCY MEDICAL SERVICES (EMS)**

**Certificate Associate in Applied Science**

The Emergency Medical Services (EMS) program, approved by the Alabama Department of Public Health, utilizes nationally-recognized standards to provide students not only knowledge about the critical differences between the physiology, the pathophysiology, and the clinical symptoms of infants, children, adolescents, adults, and the elderly as they relate to pre-hospital emergency patient care situations, but also skills in the emergency medical care of these patients.
EMS education includes legal/ethical considerations and treatment modalities/protocols within the scope of practice of the Emergency Medical Technician (EMT).

Students enrolled in the Emergency Medical Services Program may choose to earn a certificate or to earn the Associate in Applied Science degree in Emergency Medical Services. The first certificate of completion is the EMT Level (EMT) and the second is Paramedic. Upon successful completion of each certificate, the student is eligible to apply to take the National Registry Examination at his/her respective level of training. Upon successful completion of the examination, the student will be eligible to apply for licensure to practice in the State of Alabama as an EMT or Paramedic.

To be granted an Associate in Applied Science degree, a student must successfully complete both levels of Emergency Medical Technician training and complete the general education course requirements as outlined for the program. The Emergency Medical Services Programs are fully approved by the Alabama State Department of Public Health, Emergency Medical Services Division.

As vital members of the Emergency Medical Services (EMS) team, EMTs provide prehospital emergency care to the ill and injured patient, continuing that care until the patient is under the care of a higher level of care.

Basic EMTs have the knowledge and skills to provide basic life support to all patients whether the problem is trauma, cardiac, or medical. EMTs can splint fractures, bandage wounds, and stabilize a patient for transport to a medical facility.

Paramedics are the highest level of prehospital care in the EMS system. Paramedics record and interpret EKG findings, treat cardiac arrests with defibrillation and cardioversion, reduce shock by intravenous fluid administration, provide ventilations and airway protection by endotracheal intubation and administer pharmacological therapy. Paramedics serve as team leaders on EMS units.

The EMS curriculum for EMT and Paramedic follows the National Standard Curriculum as developed by the U.S. Department of Transportation and meets the approval of the Alabama Department of Public Health, Emergency Medical Services Division. EMS courses are open to qualified students who meet the general admission and entry-level requirements. All students must complete the COMPASS or ASSET prior to admission into the EMS Program. All EMS students must be certified in CPR at the Health Care Provider level (or equivalent) and have completed OSHA Bloodborne Pathogens before entering the clinical areas. Passing score for all EMS courses is 75%. Graduates are eligible to apply for the National Registry Examination, passing of which is required for state licensure in Alabama.

Graduates of the EMS program find employment with ambulance services, hospitals, fire departments, rescue squads and industrial safety. Other opportunities for employment include emergency clinics, insurance companies, fire service agencies and law enforcement agencies.

In order to be eligible to attend clinicals, each student must attend a clinical orientation session. Date, time and location for clinical orientation sessions will be published each semester.

It is recommended that all students enrolling in EMS courses and REQUIRED that students registering for EMP courses make an appointment with a member of the EMS faculty prior to enrollment for counseling.

For more information, visit [www.calhoun.edu](http://www.calhoun.edu) or contact Ann Wagnon, EMS secretary at 256-306-2786, e-mail awv@calhoun.edu or Mark Branon at (256) 306-2854, e-mail msb@calhoun.edu.

**EMT-BASIC CERTIFICATE**

Program Code: CT.EMT BASIC  
CIP Code: 51.0904

The EMT-Basic portion of the program is one semester in length and consists of the following courses, which are taught concurrently three days/evenings per week and must be successfully completed for eligibility for NREMT exam.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMS 116</td>
<td>EMS Basic Theory and Lab</td>
<td>9</td>
</tr>
<tr>
<td>EMS 117</td>
<td>EMS Basic Clinical Competencies</td>
<td>1</td>
</tr>
<tr>
<td>Total hours for EMT-Basic Certificate</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>10</td>
</tr>
</tbody>
</table>

**EMERGENCY MEDICAL PARAMEDIC CERTIFICATE**

Program Code: CT.EMT.PARA  
CIP Code: 51.0904

The Emergency Medical Paramedic (EMP) certificate level consists of 14 core EMS courses, a math and an English course at or above the 100 level. Each semester builds on the preceding semester. Students must successfully pass all courses to be eligible for the National Registry Examination for Paramedics. Students must have a grade of “C” or higher for a math and an English course - 100 level or above. Students are encouraged to complete ENG 101 to satisfy the English requirement and either MTH 100 OR MTH 112 OR MTH 116 to satisfy the mathematics requirement. Completion of these courses will also satisfy the English and mathematics requirements in the Paramedic Associate of Applied Science degree. The courses for the EMP certificate include the following:

**Paramedic Semester One**

- EMP 189 Applied Anatomy and Physiology for the Paramedic ... 4
- EMP 194 Paramedic Pharmacology .......................................... 2
- EMP 199 Cardiovascular Electrophysiology .............................. 3
- EMP 203 Cardiovascular Patient Management ........................... 3
- ENG 101 English Composition I ........................................... 3

**Paramedic Semester Two**

- EMP 192 Paramedic Operations ............................................... 3
- EMP 193 Patient Assessment and Management ........................... 3
- EMP 195 Advanced Trauma Management .................................... 6
- MTH Elective (Choose from MTH 100, 112 or 116) .................... 3

**Paramedic Semester Three**

- EMP 191 Paramedic Preparatory ............................................. 2
- *EMP 200 Medical Patient Management IIA ................................ 6
- EMP 198 Medical Patient Management I .................................. 3

**Paramedic Semester Four**

- EMP 204 Transition to Paramedic Practice ............................... 3
- EMP 205 Paramedic Terminal Competencies ............................... 2
- *EMP 206 Paramedic Field Preceptorship ................................ 6
- *EMP 207 Paramedic Team Leadership Preceptorship ................. 1

Total hours for Paramedic Certificate  
(excluding EMT-Basic certificate) ........................................... 53
Programs of Study

*Includes clinical education (Insurance, OSHA Blood-Borne Pathogens, and CPR Verification Required)

EMERGENCY MEDICAL SERVICES

Paramedic
Associate in Applied Science

Program Code: AP.EMS.PARA CIP Code: 51.0904

EMS Course Requirements

EMT Basic (One Semester)

EMS 116 EMS Basic Theory and Lab ........................................... 9
EMS 117 EMS Basic Clinical Competencies .................................. 1
ENG 101 English Composition I ............................................. 3
Math Elective (May choose from the following) ......................... 3
MTH 100 Intermediate College Algebra
MTH 112 Precalculus Algebra
MTH 116 Mathematical Applications

Semester Total ................................................................................ 15

EMT Paramedic

Paramedic Semester One:

EMP 194 Paramedic General Pharmacology ................................. 2
EMP 199 Cardiovascular Electrophysiology .............................. 3
EMP 203 Cardiovascular Patient Management .......................... 3
BIO 201 Anatomy and Physiology I ..................................... 4
SPH 107 Fundamentals of Public Speaking ............................ 3

Semester Total ............................................................................... 16

Paramedic Semester Two:

EMP 192 Paramedic Operations .............................................. 3
EMP 193 Patient Assessment and Management ..................... 3
EMP 195 Advanced Trauma Management A ......................... 6
BIO 202 Anatomy and Physiology II .................................. 4

Semester Total ............................................................................... 16

Paramedic Semester Three:

EMP 191 Paramedic Preparatory ............................................ 2
*EMP 200 Medical Patient Management IIA ......................... 6
EMP 198 Medical Patient Management I ................................ 3
PSY 200 General Psychology .............................................. 3

Semester Total ............................................................................... 14

Paramedic Semester Four:

EMP 204 Transition to Paramedic Practice ................................ 3
EMP 205 Paramedic Terminal Competencies ......................... 2
*EMP 206 Paramedic Field Preceptorship ............................. 6
EMP 207 Paramedic Team Leadership Preceptorship ............ 1
Fine Arts Elective (Choose from ART 100, ART 203, ART 204, MUS 104 or THR 120) ........................................... 3

Semester Total ............................................................................... 15

TOTAL CREDITS ............................................................................. 76

*Includes clinical education (Insurance, OSHA Blood-Borne pathogens, and CPR Certification Required).

EMT-Basic/EMT-Paramedic
GENERAL ADMISSION REQUIREMENTS

There are Essential Functions required for students entering and participating in the EMT-Basic and EMT-Paramedic curricula. As a student, you must:

PHYSICAL DEMANDS

(1) have the physical ability to walk, climb, crawl, bend, push, pull, or lift and balance over less than ideal terrain;
(2) have good physical stamina and endurance, which would not be adversely affected by having to lift, carry, and balance at times, in excess of 125 pounds (250 pounds with assistance);
(3) see different color spectrums;
(4) have good eye-hand coordination and manual dexterity to manipulate equipment, instrumentation, and medications;

PROBLEM SOLVING ABILITIES (Data Collection, Judgment, Reasoning)

(5) be able to send and receive verbal messages as well as operate appropriate communication equipment of current technology;
(6) be able to collect facts and to organize data accurately, communicate clearly both orally and in writing in the English language at the ninth-grade reading level or higher;
(7) be able to differentiate between normal and abnormal findings in human physical conditions by using visual, auditory, olfactory, and tactile observations;
(8) be able to make good judgment decisions and exhibit problem-solving skills under stressful situations;
(9) be attentive to detail and be aware of standards and rules that govern practice;
(10) implement therapies based on mathematical calculations;
(11) demonstrate competency in the use of computers;

WORKER CHARACTERISTICS

(12) possess emotional stability to be able to perform duties in life-or-death situations and in potentially dangerous social situations, including responding to calls in districts known to have high crime rates;
(13) be able to handle stress and work well as part of a team;
(14) be oriented to reality and not be mentally impaired by mind-altering substances;
(15) not be addicted to drugs or alcohol;
(16) be able to work shifts of 12 hours in length;
(17) be able to tolerate being exposed to extremes in the environment including variable aspects of weather, hazardous fumes, and noise;
(18) possess eyesight of a minimum of one eye correctable to 20/20 vision and be able to determine directions according to a map; students who desire to drive an ambulance must possess approximately 180 degrees peripheral vision capacity; and
(19) possess a valid driver’s license, and be able to safely and competently operate a motor vehicle in accordance with State Law.

ENTRY LEVEL REQUIREMENTS

EMT-Basic

Entry level requirements for students entering and participating in EMS education are as follows:
1. Possess a GED or high school diploma;
2. Complete the COMPASS;
3. Meet all institutional admission requirements;
4. Successfully complete within the last 12 months Basic Cardiac Life Support for the Health Care Provider;
5. Comply with "Essential Functions" of the program or attach documentation to the program application form of those essential functions of which the student is not in compliance (for review by Calhoun’s American Disabilities Coordinator);
6. Provide an acceptable physical examination by a licensed medical doctor or doctor of osteopathy to include:
   a. Written documentation (on a form provided by the program) of the physician’s opinion regarding the prospective student as follows:
      - have emotional and physical ability to carry out the normal activities of prehospital emergency care;
      - compliance with the "Essential Functions" for the program; and
      - health history.
   b. Up-to-date immunizations to include:
      - Tetanus/D within the past 10 years;
      - MMR Vaccine prior to 1969 or Rubella Titer of 1:8 or above is sufficient in lieu of MMR;
      - Two-step TB Skin test (Chest x-ray, if positive); and
      - Begin or have had the series of Hepatitis B vaccinations, or sign a waiver regarding the series of Hepatitis B vaccinations;
      Health care workers who have direct patient contact or handle potentially infective materials have an increased risk for contracting Hepatitis B. A series of vaccinations for Hepatitis B is recommended by the Centers for Disease Control (CDC) and the Alabama Department of Public Health for persons who are at increased risk of infection from Hepatitis B. Cost of vaccinations is the student’s responsibility.
   c. Visual/auditory/verbal ability to include:
      - vision corrected in one eye to 20/20 (students who desire to drive an ambulance must also possess approximately 180 degrees peripheral vision capacity);
      - Color Perception; and
      - being able to send and receive verbal messages.
7. Each student enrolled in EMS education must have verification of the following:
   a. current professional liability insurance which is added to the tuition fee; and
   b. current health/hospitalization/accident insurance and/or waiver of liability.
   c. a negative background check and drug screen completed by the college’s selected agency at the student’s expense.

**EMERGENCY MEDICAL PARAMEDIC**

Requirements for students entering the courses at the Paramedic level are:
1. Complete all EMT entry requirements.
2. Minimum cumulative GPA of 2.5 on a 4.0 scale.
3. Complete ENG 101 and MTH 100 or equivalent with a grade of “C” or higher prior to fourth semester.
4. Have a current Alabama license as an EMT or Intermediate or have completed an EMT course approved by the Alabama Department of Public Health within the past twelve months. Alabama licensure as an EMT or Intermediate is mandatory prior to beginning the second term of Paramedic courses.
5. Acceptance is granted to the most qualified applicants, with preference given to students progressing through Calhoun’s EMS Program.
6. Complete a proficiency examination with a minimum score of 75% unless progressing from Calhoun’s EMT courses within the last 24 months.

The number of students admitted to each level of EMS education is limited according to the faculty and clinical facilities available. Priority is given to students progressing through Calhoun’s program.

**Licensure**

Upon successful completion of the EMT Paramedic courses, the student is eligible to apply for the respective National Registry examination administered by the State of Alabama, Department of Public Health. Licensure applicants must be at least 18 years of age.

All students entering EMS education courses may be required to comply with specific licensure requirements as set forth by the National Registry of EMTs and the Alabama Department of Public Health to become licensed as an EMT. Situations which may affect their licensure compliance include, but are not limited to:
1. Not being 18 years of age or older;
2. Convicted of any criminal act, including any DUI convictions;
3. Addicted to the use of intoxicating liquors or controlled substances at the present or in the past; and
4. Not possessing 180 degrees peripheral vision capacity or a valid driver’s license (for licensure as an EMT Driver).

**PROGRESSION BETWEEN LEVELS**

To complete individual certificates in the EMS curriculum, students must:
1. Progress through the required courses of the EMS curriculum in the prescribed sequence;
2. Attain an average of 75% in all coursework to include didactic, laboratory, clinical, and/or field internship training;
3. Submit acceptable physical examinations at intervals not to exceed 12 months;
4. Maintain current professional liability, health, and hospitalization insurance while enrolled in the EMS courses;
5. Maintain annual Basic Cardiac Life Support Certification at the Health Care Provider level or equivalent;
6. Comply with the “Essential Functions” required for EMTand Paramedic courses;
7. Comply with all institutional and any cooperating health agency policies, procedures, and rules of behavior as published for the students.

**Readmission:**

To be readmitted to the EMS program, the student must meet the criteria for readmission to the EMS program and college as stated in the catalog and must contact the Allied Health Department to schedule an appointment with EMS faculty to discuss options for successful academic achievement.

The readmission of a student is based on availability of space and student-teacher ratio provided the student is eligible to return. The student will be readmitted one time only when he/she fails to progress for academic reasons.

Any student requesting readmission must have a minimum Grade
ASSOCIATE OF APPLIED SCIENCE DEGREES AND CERTIFICATES

Programs of Study

Point Average of 2.50 on all course work attempted.

An EMS Program Application Form will be required if the time and need indicated is evident as well as liability insurance renewal, tuberculosis skin testing (PPD) and CPR course completion.

When there is probable cause, the Allied Health Department reserves the right to require a prospective student, a student currently enrolled in the program, or a returning student to submit to psychological testing/counseling, a drug screening and/or a physical examination by a licensed physician at the student’s expense and to submit a report of the outcomes to the Allied Health Department. The Allied Health Department will provide a specific form for this purpose, when applicable. All reports will be reviewed by the Allied Health Department to determine if a student may be admitted, readmitted, or retained in the EMS/EMP courses.

Continuing education courses may be offered by individual request. Those interested should contact the EMS office at 256/306-2852.

Policies for the EMS program are subject to change at any time. Written notice will be given to students enrolled in EMS courses prior to implementation of policy change.

FIRE SCIENCE

Certificate

Program Code: CT.FSM CIP Code: 43.0202

The Certificate in Fire Science prepares students to enter the fields of fire protection and services, or may be used to improve the competencies of professionals already in the field.

ORI 101 Orientation to College .................................................. 1
COM 100 Introductory Technical English I OR
ENG 101 English Composition I ................................................. 3
CIS 146 Microcomputer Applications ......................................... 3
SPH 107 Fundamentals of Public Speaking .................................. 3
FSC 101 Introduction to the Fire Service ...................................... 3
FSC 200 Fire Combat Tactics and Strategy ................................... 3
FSC 210 Building Construction for the Fire Service ...................... 3
FSC 240 Fire Cause Determination ........................................... 3
FSC 292 Elements of Supervision/FS Supervision ......................... 3
General Electives ........................................................................ 2

TOTAL CREDITS ........................................................................ 27

MASSAGE THERAPY

Certificate

Program Code: CT.MSG CIP Code: 51.3501

This program is designed to prepare individuals to work as massage therapists. Licensed massage therapists may be self-employed or employed at health clubs, medical clinics, chiropractic offices, athletic departments, spas, salons, and holistic health centers. Upon successful completion of the program, students may seek licensure from the Alabama Board of Massage Therapy.

Massage therapy may be indicated to address soft-tissue dysfunction or stress-related issues. Massage therapy involves manipulating muscles and other soft tissues of the body. Massage therapy is sometimes considered part of conventional medicine, but often is considered part of Complementary and Alternative Medicine (CAM). Students in the massage therapy program are trained in entry-level massage techniques. Massage therapy requires good communication skills, critical thinking and sound judgment.

PROGRAMS OF STUDY

The Massage Therapy program is a certificate program. Certificates are programs of study designed to give students specific skills in a technology.

The Massage Therapy program is recognized by the Council on Postsecondary Accreditation and by the United States Department of Education. The Massage Therapy program is operated with the approval of the Alabama Board of Massage Therapists.

PROGRAM OBJECTIVES

Upon successful completion of the Massage Therapy program, the graduates will be able to

1. Utilize effective communication skills;
2. Participate as a member of the massage therapy health team in the coordination and delivery of massage therapy.
3. Enter the work force as entry-level massage therapists.
4. Use the principles and techniques of massage to assess and appropriately treat soft tissue dysfunction which may benefit from massage.
5. Have adequate information, demonstration and practice to perform massage procedures competently and safely.
6. Possess the necessary information and knowledge to understand the business, marketing, budgeting, insurance, advertising, ethical and legal principles, issues and concerns of the profession.
7. Communicate effectively with clients, other health care providers and the community at large as to the benefits and advisability of massage.
8. Have the knowledge and skills necessary to open and manage a private practice.

The Calhoun Community College Therapeutic Massage Therapy student will be taught the skills and knowledge required to succeed as a professional massage therapist, to include: proficiency in the major massage therapy techniques such as, Swedish, Trigger Point Therapy, Neuromuscular Therapy, Deep Tissue, and Myofascial Release.

- Knowledge of the basic principles of anatomy and physiology and their relationship to the theory and practice of Massage Therapy.
- Accurate palpation and description of the major muscles and anatomical landmarks of the human body.
- Ability to communicate effectively with your clients and other health care professionals.
- Skillful application of record-keeping and other business skills needed for a successful massage practice.
- Ability to apply basic hydrotherapy techniques in a Massage Therapy practice.
- A clear understanding of the benefits and limitations of Massage Therapy and willingness to refer clients to other health care providers when necessary.

This 650 hour program is designed to provide an excellent education in the fundamentals of therapeutic massage and bodywork, preparing the
Calhoun Community College Therapeutic Massage student to obtain a massage therapy license and start a successful practice. Our program qualifies graduates to apply for the national certification exam.

To enroll in the Massage Therapy program, students must
- Meet the admission requirements of Calhoun Community College and submit to the Department of Allied Health a completed Massage Therapy application for admission.
- Be at least 18 years of age.
- Provide proof of successful completion of high school or have a GED certificate.
- Have a one-on-one interview with the Massage Therapy Program Director or attend a Massage Therapy open house.

Students enrolled in the Massage Therapy program will be required to
1. Submit a current student Health Examination form completed appropriately by a licensed physician or Family Nurse Practitioner. Form furnished by Allied Health Department.
2. Provide medical verification of two-step Mantoux skin test (chest x-ray if positive) indicating he/she is free of tuberculosis.
3. Provide documentation of immunity for Rubeola (Measles), Mumps, Rubella (German Measles), Chickenpox & Hepatitis B through one of the following:
   a. History of having had the disease
   b. Titer that demonstrates immunity
   c. Immunization record
4. Purchase professional liability insurance through the College by the first week of class. (Forms available in the Allied Health Department)
5. Arrange transportation to and from clinical facilities as required by the program.
6. Abide by the policies of the College and Massage Therapy Policy Manual.

Massage therapy classes are admitted one to two times per year, depending on program availability. For more information, please contact the massage therapy department at 256-260-1437, or the Allied Health Department at 256-306-2786.

PROGRESSION IN PROGRAM
Students are expected to meet pre-requisite/co-requisite requirements to progress in the program. Students must attain a minimum grade of "C" in theory for each Massage Therapy course and earn a grade of "Satisfactory" for Massage Therapy courses with that component.

READMISSION TO PROGRAM
To be readmitted to the Massage Therapy program, the student must contact the Massage Therapy Program Director to schedule an appointment to discuss readmission. The student must be eligible for readmission by the College and must have an overall 2.50 grade point average. Students who re-enter the program may be subject to follow the current curriculum. All requirements for students enrolling in the program will apply to students re-entering the Massage Therapy program.

POLICY/CURRICULUM CHANGES
Policies/Curriculum changes in the Massage Therapy program are subject to change at any given time. Written documentation will be provided to students currently enrolled in the program prior to change in policy/curriculum.

When there is probable cause, the Allied Health Department reserves the right to require a prospective student, a student currently enrolled in the program, or a returning student to submit to psychological testing/counseling, a drug screening, and/or a physical examination by a licensed physician at the student’s expense and to submit a report of the outcome to the Allied Health Department. The Allied Health Department will provide a specific form for this purpose when applicable. All reports will be reviewed by the Massage Therapy instructor/Allied Health Department to determine if a student may be admitted, readmitted, or retained in the Massage Therapy program.

Programs of Study

MISSILE AND MUNITIONS TECHNOLOGY
Basic

Associate of Applied Science Degree

Program Code: AP.MMT.BASIC CIP Code: 29.0101
(U.S. Army Ordnance Missile and Munitions Center and School Only)

This is a joint program between the U.S. Army Ordnance Missile and Munitions Center and School and Calhoun Community College to afford career military personnel the opportunity to earn college credits through a combination of civilian and military education. Students may apply from 27 to 42 semester hours of USAOMMCS course credits toward the applied science degree. A minimum of 27 semester hours of OMMCS credits is required to qualify for this program.

College residence may be established through distance learning classes.

GENERAL EDUCATION CORE REQUIREMENTS

ENG 101 English Composition I ................................................. 3
SPH 107 Fundamentals of Public Speaking OR
   SPH 228 Group Communications ......................................... 3
   MTH 100, 103 or Higher ...................................................... 3
   Humanities/Fine Arts Elective ............................................... 3
Natural Science Elective ......................................................... 4
Social Science Elective ......................................................... 3
CIS Elective (CIS 146 or higher) ........................................... 3

Total ...................................................................................... 22

MAJOR COURSE REQUIREMENTS .............................................. 27-42**

* MTH 116 Mathematical Applications is not acceptable.
** If military credits are less than 42 hours, the deficiency must be
Programs of Study

made up with General Electives (100 level or above).

TOTAL CREDITS.................................................................64

Note: Admission to the MMT degree program is limited to Active, Reserve, or National Guard Military personnel, or those who have separated or retired from the military within seven years of the academic year of this catalog or those who are working in the field.

MISSILE AND MUNITIONS TECHNOLOGY
Option I
Calibration Specialist

Associate of Applied Science Degree

Program Code: AP.MMT.CALIBRA CIP Code: 29.0101
(U.S. Army Ordnance Missle and Munitions Center and School Only)

This is a joint program between the U.S. Army Ordnance Missle and Munitions Center and School and Calhoun Community College to afford career military personnel the opportunity to earn college credits through a combination of civilian and military education. Students may apply from 27 to 42 semester hours of USAOMMCS course credits toward the applied science degree. A minimum of 27 semester hours of OMMCS credits is required to qualify for this program.

College residence may be established through distance learning classes.

GENERAL EDUCATION CORE REQUIREMENTS

ENG 101 English Composition I .............................................3
SPH 107 Fundamentals of Public Speaking OR
SPH 228 Group Communications.........................................3
*MTH 100, 103 or Higher.................................................3
Humanities/Fine Arts Elective .............................................3
Natural Science Elective ..................................................4
Social Science Elective ....................................................3
CIS 146 Microcomputer Applications or higher .................3

Total ...................................................................................22

MAJOR COURSE REQUIREMENTS

Total ....................................................................................27-42**

*MTH 116 Mathematical Applications is not acceptable.

**Credits must be from calibration MOS, (i.e., 35H, 35Y, 94H, 94Y, etc). If military credits are less than 42 hours, the deficiency must be made up with General Electives (100 level or above).

TOTAL CREDITS.................................................................64

Note: Admission to the MMT degree program is limited to Active, Reserve, or National Guard Military personnel or those who have separated or retired from the military within seven years of the academic year of this catalog or those who are working in the field.

MISSILE AND MUNITIONS TECHNOLOGY
Option II
Technical Management

Associate of Applied Science Degree

Program Code: AP.MMT.TECH.MGT CIP Code: 29.0101
(U.S. Army Ordnance Missle and Munitions Center and School Only)

This is a joint program between the U.S. Army Ordnance Missle and Munitions Center and School and Calhoun Community College to afford career military personnel the opportunity to earn college credits through a combination of civilian and military education. Students may apply from 27 to 42 semester hours of USAOMMCS course credits toward the applied science degree. A minimum of 27 semester hours of OMMCS credits is required to qualify for this program.

College residence may be established through distance learning classes.

GENERAL EDUCATION CORE REQUIREMENTS

ENG 101 English Composition I .............................................3
SPH 107 Fundamentals of Public Speaking OR
SPH 228 Group Communications.........................................3
*MTH 100, 103 or Higher.................................................3
Humanities/Fine Arts Elective .............................................3
Natural Science Elective ..................................................4
Social Science Elective ....................................................3
CIS 146 Microcomputer Applications or higher .................3

Total ...................................................................................22

MAJOR COURSE REQUIREMENTS

Total ....................................................................................27-42**

*MTH 116 Mathematical Applications is not acceptable.
**For soldiers or marines with skill levels 40 and above. If military credits are less than 42 hours, the deficiency must be made up with General Electives (100 level or above).

TOTAL CREDITS.................................................................64

Note: Admission to the MMT degree program is limited to Active, Reserve, or National Guard Military personnel those who have separated or retired from the military within seven years of the academic year of this catalog or those who are working in the field.

MISSILE AND MUNITIONS TECHNOLOGY
Option III
Military Technology

Associate of Applied Science Degree

Program Code: AP.MMT.MIL CIP Code: 29.0101

This degree is for active duty, reserve, national guard, those who have retired or separated from the military within seven years of the date of this catalog or those who are working in the field. The degree is not restricted to Redstone Arsenal trained personnel, but is for students who have been trained in the U.S. Military.
### GENERAL EDUCATION CORE REQUIREMENTS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>SPH 107 Fundamentals of Public Speaking OR</td>
<td>3</td>
</tr>
<tr>
<td>SPH 229 Group Communications</td>
<td>3</td>
</tr>
<tr>
<td>*MTH 100 or Higher</td>
<td></td>
</tr>
<tr>
<td>Humanities/Fine Arts Elective</td>
<td>3</td>
</tr>
<tr>
<td>Natural Science Elective</td>
<td>4</td>
</tr>
<tr>
<td>Social Science Elective</td>
<td>3</td>
</tr>
<tr>
<td>CIS 146 Microcomputer Applications or higher</td>
<td>3</td>
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</tbody>
</table>

**Total: 22 credits**

### MAJOR COURSE REQUIREMENTS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>MUS 270 Organization of the Church Music Program</td>
<td>3</td>
</tr>
<tr>
<td>MUS 251 Introduction to Conducting</td>
<td>3</td>
</tr>
<tr>
<td>MUL Performance Ensemble Electives</td>
<td>4</td>
</tr>
<tr>
<td>MUP 111 Private Voice</td>
<td>1</td>
</tr>
<tr>
<td>MUL 111 Class Voice I</td>
<td>1</td>
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<td>MUP 111 Private Voice</td>
<td>1</td>
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<tr>
<td>MUL 101 Class Piano I</td>
<td>1</td>
</tr>
<tr>
<td>MUL Performance Ensemble Electives</td>
<td>4</td>
</tr>
<tr>
<td>MUP 101 Private Piano</td>
<td>1</td>
</tr>
<tr>
<td>MUS 251 Introduction to Conducting</td>
<td>3</td>
</tr>
<tr>
<td>MUS 270 Organization of the Church Music Program</td>
<td>3</td>
</tr>
<tr>
<td>MUS 271 Church Music Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total: 27-42 credits**

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### MUSIC – CHURCH MUSIC

#### Certificate

**Program Code: CT.MUS.CHURCH**  **CIP Code: 50.0902**

This program is designed for those interested in directing musical ensembles, organizing musical activities and serving in an administrative capacity as a music minister in a religious setting. Prior musical experience as well as proficiency on an instrument or voice is strongly recommended. Students will be required to be proficient sight-readers and performers as a part of their degree program.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS 110 Basic Musicianship</td>
<td>3</td>
</tr>
<tr>
<td>MUS 111 Music Theory I</td>
<td>3</td>
</tr>
<tr>
<td>MUS 113 Music Theory Lab I</td>
<td>1</td>
</tr>
<tr>
<td>MUS 112 Music Theory II</td>
<td>3</td>
</tr>
<tr>
<td>MUS 114 Music Theory Lab II</td>
<td>1</td>
</tr>
<tr>
<td>MUL 111 Class Voice I</td>
<td>1</td>
</tr>
<tr>
<td>MUP 111 Private Voice</td>
<td>1</td>
</tr>
<tr>
<td>MUL 101 Class Piano I</td>
<td>1</td>
</tr>
<tr>
<td>MUL Performance Ensemble Electives</td>
<td>4</td>
</tr>
<tr>
<td>MUP 101 Private Piano</td>
<td>1</td>
</tr>
<tr>
<td>MUS 251 Introduction to Conducting</td>
<td>3</td>
</tr>
<tr>
<td>MUS 270 Organization of the Church Music Program</td>
<td>3</td>
</tr>
<tr>
<td>MUS 271 Church Music Literature</td>
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</table>

**Total Credits: 28**

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### GENERAL EDUCATION CORE REQUIREMENTS

<table>
<thead>
<tr>
<th>Course</th>
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</thead>
<tbody>
<tr>
<td>MUS 114 Music Theory Lab II</td>
<td>3</td>
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<tr>
<td>MUS 112 Music Theory II</td>
<td>3</td>
</tr>
<tr>
<td>MUS 110 Basic Musicianship</td>
<td>3</td>
</tr>
<tr>
<td>MUS 101 Music Appreciation</td>
<td>3</td>
</tr>
<tr>
<td>MUS 103 Survey of Pop Music</td>
<td>2</td>
</tr>
<tr>
<td>MUS 110 Basic Musicianship</td>
<td>3</td>
</tr>
<tr>
<td>MUS 291 Musical Acoustics</td>
<td>3</td>
</tr>
<tr>
<td>MUS 292 Song Writing</td>
<td>3</td>
</tr>
<tr>
<td>MUP/MUL Electives</td>
<td>6</td>
</tr>
</tbody>
</table>

**Total: 44 credits**

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### TOTAL CREDITS

<table>
<thead>
<tr>
<th>Credits</th>
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<tbody>
<tr>
<td>64</td>
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</tbody>
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### MUSIC INDUSTRY COMMUNICATIONS

#### Associate of Applied Science Degree

**Program Code: AP.MUIC**  **CIP Code: 50.0999**

This program is for those interested in specializing in coursework which has application to the recording and publishing industries as well as to contemporary performance. Students are required to complete six credits of music performance electives and should consult a faculty advisor about this requirement.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORI 101 Orientation to College</td>
<td>1</td>
</tr>
<tr>
<td>ENG 101 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>Math elective</td>
<td>3</td>
</tr>
<tr>
<td>SPH 107 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>MIC 253 Computer Lit. for Musician I</td>
<td>3</td>
</tr>
<tr>
<td>Humanities elective</td>
<td>3</td>
</tr>
<tr>
<td>Natural Science/Math elective</td>
<td>3</td>
</tr>
<tr>
<td>Social Science elective</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total: 22 credits**

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### MAJOR COURSE REQUIREMENTS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MIC 100 Introduction to Mass Communications</td>
<td>3</td>
</tr>
<tr>
<td>MIC 153 Introduction to Recording Technology</td>
<td>3</td>
</tr>
<tr>
<td>MIC 201 Publishing for the Recording Industry</td>
<td>3</td>
</tr>
<tr>
<td>MIC 250 Mass Communications Practicum</td>
<td>3</td>
</tr>
<tr>
<td>MIC 251 Recording Studio Production</td>
<td>3</td>
</tr>
<tr>
<td>MIC 254 Computer Literacy for the Musician II</td>
<td>3</td>
</tr>
<tr>
<td>MIC 255 Digital Recording</td>
<td>3</td>
</tr>
<tr>
<td>MIC 293 Music Notation</td>
<td>3</td>
</tr>
<tr>
<td>MUS 101 Music Appreciation</td>
<td>3</td>
</tr>
<tr>
<td>MUS 103 Survey of Pop Music</td>
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<tr>
<td>MUS 110 Basic Musicianship</td>
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<tr>
<td>MUS 292 Song Writing</td>
<td>3</td>
</tr>
<tr>
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<td>6</td>
</tr>
</tbody>
</table>

**Total: 44 credits**

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### TOTAL CREDITS

<table>
<thead>
<tr>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>66</td>
</tr>
</tbody>
</table>

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### NURSING ASSISTANT

The Nursing Assistant course (NAS 100) will prepare a person to work under the supervision of an RN or LPN and give direct patient care in a variety of healthcare settings. Successful completion of the course allows eligibility to write the State Nursing Assistant Certification exam through PROMISSOR. The Nursing Assistant curriculum at Calhoun Community College is approved by the Alabama Department of Public Health.

**Program Objectives**

At the successful completion of the course, the learner will be able to:

1. Provide assistance with activities of daily living to clients/residents in long-term care facilities under the supervision of a licensed nurse.
2. Demonstrate effective communication techniques when dealing...
Programs of Study

with clients/residents, their families and other members of the health team.
3. Be an active and effective member of the healthcare team.

Admission Requirements
Unconditional admission to the College.

Enrollment Requirements
1. It is recommended that all Nursing Assistant students be immunized against Hepatitis B. On the first day of class, students will be required to sign a waiver that they have not had or completed immunization for Hepatitis B or present proof that they have received the three (3) Hepatitis B vaccinations or proof of immunity to the hepatitis virus. (The three immunizations take at least six months to complete).
2. Present documentation of two-step Mantoux skin test (PPD), or chest x-ray, if PPD is positive, indicating he/she is free of tuberculosis.
3. Purchase of professional liability insurance through the College. Approximate cost $10.00

Drug Testing/Background Checks
As stipulated by the health agencies with which the Department of Nursing contracts for clinical experience, each student enrolled in any nursing clinical experiences at Calhoun Community College will undergo drug, alcohol testing and/or background checks as a precondition to beginning a clinical rotation. The fee for testing/checks is the responsibility of the student. Written guidelines for the process will be provided to the student at the beginning of the course.

Program Costs
Student will be required to provide his/her own transportation to the assigned clinical facility.

Additional expenses include:

Textbooks ................................................................. $100.00
Uniforms & Supplies ................................................. 70.00
Malpractice Insurance (per year) ................................. 10.00
Drug Testing/Background Check .................................. 71.00
CPR Class .................................................................. 30.00
Certification Exam through PROMISSOR ...................... 95.00

Tuition (See Semester Class Schedule)

NURSING/ADN:

Please visit the website listed below for admission requirements, application process and downloading application form as well as for information regarding curriculum options in Nursing. http://www.calhoun.edu/distance/internet/hped/nursing/prospective.html or link from the homepage: www.calhoun.edu then click on Programs of Study, then click Nursing, on the right, click prospective students.

Associate of Applied Science Degree

Program Code: AP.NUR CIP Code: 51.1601

This program is designed to educate individuals in providing nursing care to patients of all ages in a variety of health care settings. Nursing is a collaborative and/or independent process in which the nurse interacts with individuals applying documented, scientific knowledge through the use of the nursing process. Nursing courses provide sequential nursing knowledge, experience and skills for the safe practice of nursing. Ethical and legal accountability are stressed.

The program can be completed in five (5) semesters for a total of 72 semester hours. Nursing courses must be taken in sequence as offered. General education courses may be completed early, or otherwise must be taken as sequenced in the curriculum.

The Calhoun Nursing program has the full approval of the Alabama Board of Nursing and is accredited by the National League for Nursing Accrediting Commission (NLNAC). Accreditation information regarding the nursing program may be obtained from the National League for Nursing Accrediting Commission, 3343 Peachtree Rd. NE, Suite 500, Atlanta, GA 30326. Telephone: 404-975-5000.

The Associate of Applied Science Degree is awarded by Calhoun Community College to the student who completes all requirements of the nursing program. The graduate will be eligible to apply to write the National Council Licensure Examination for Registered Nurses (NCLEX-RN). Completion of the academic program in nursing in no way assures the student of licensure. Legal requirements for licensure may be found in the Alabama Board of Nursing Administrative Code. Applicants who have been found guilty of any offenses listed in the Code may be denied licensure by the Alabama Board of Nursing and any other state board of nursing. The Alabama Board of Nursing, as well as other state boards of nursing, has the power to deny eligibility for licensure to any candidate who is guilty of fraud or deceit in attempting to procure a licensure; has been convicted of a felony; is guilty of a crime involving moral turpitude or gross immorality that would tend to bring reproach upon the nursing profession; is unfit or incompetent due to the use of alcohol, or is addicted to the use of habit forming drugs to such an extent as to render him or her unsafe or unreliable as a licensee; has been convicted of any violation of a federal or state law relating to controlled substances; is mentally incompetent; is guilty of unprofessional conduct of a character likely to deceive, defraud or injure the public in matters pertaining to health or has willfully or repeatedly violated any of the provisions of this article as defined by board rules and regulations.

Upon application for licensure, the individual will be required to answer the following questions found on the application:

Have you ever been arrested or convicted of a criminal offense other than a minor moving traffic violation? YES NO

Have you within the last 5 years abused drugs/alcohol or been treated for dependency to alcohol or illegal chemical substances? YES NO

Have you ever been arrested or convicted for driving under the influence of drugs/alcohol? YES NO

Have you within the last 5 years received inpatient or outpatient treatment or been recommended to seek treatment for mental illness? YES NO

Have you had disciplinary action or is action pending against you by any state board of nursing? YES NO

Have you ever been placed on a state AND/OR federal abuse registry? YES NO
Have you ever been court-martialed/disciplined OR administratively discharged by the military? YES ____ NO ____

Any applicant who answers "YES" to the questions regarding criminal conviction, alcohol/drug abuse/treatment or mental illness must provide the Alabama Board of Nursing with a full explanation and the appropriate court/treatment records must accompany the application for examination and licensure. If the documents are not received along with the application, the applicant can expect to be delayed in taking the examination. By a full explanation, the Board expects more than a statement naming the crime for which the applicant was convicted. The explanation should contain a full recitation of who and why the crime occurred and the applicant's history since the crime. If the applicant has indicated a history of mental illness or chemical dependency, a full explanation including treatment records, urine screens, doctor's statements, etc., must be received with the application.

Applicants also should be aware that they must disclose arrests that did not result in convictions and attach those court records. Misdemeanors also must be disclosed. These include checks written on accounts with insufficient funds and DUI. Minor traffic violations are excluded. If the Board of Nursing later learns of arrests or convictions not originally disclosed, such will be considered to be fraud and deceit in procuring a license and disciplinary action will be forthcoming.

The Alabama Board of Nursing will determine whether or not the applicant may write the examination for licensure and be licensed as a registered nurse. Any questions regarding this matter should be directed to the Director of the Nursing Department.

Be advised that a criminal and/or drug history could result in denial of permission to take the licensure examination. These same legal requirements or others may apply to taking the NCLEX-RN in other states.

**DRUG TESTING/BACKGROUND CHECKS**

As stipulated by the health agencies with which the Department of Nursing contracts for clinical experience, each student accepted in any nursing program at Calhoun Community College will undergo drug and alcohol testing and undergo background checks as a precondition to beginning a clinical rotation. The fees for the above are the responsibility of the student. Written guidelines for the screening process will be provided to the student upon their acceptance into the program.

**POLICIES AND CURRICULUM**

Policies/Curriculum for the Associate Degree Nursing Program are subject to change at any time. Written notice will be given to all students enrolled in nursing courses prior to implementation of change.

**ASSOCIATE DEGREE NURSING TRADITIONAL CURRICULUM**

**FALL ADMISSION CURRICULUM SCHEDULE**

**SEMESTER I (Fall)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 100 Intermediate College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>BIO 201 Human Anatomy and Physiology I</td>
<td>4</td>
</tr>
</tbody>
</table>

**SEMESTER II (Spring)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101 * English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>BIO 202 Human Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>NUR 102 Fundamentals of Nursing</td>
<td>6</td>
</tr>
<tr>
<td>NUR 103 Health Assessment</td>
<td>1</td>
</tr>
<tr>
<td>NUR 104 Introduction to Pharmacology</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>15</strong></td>
</tr>
</tbody>
</table>

*NOTE: A higher math may be accepted with approval

*Prerequisite: Satisfactory score on the COMPASS math placement or ACT/SAT tests or appropriate developmental coursework.

**SEMESTER III (Summer)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 200 General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>BIO 220 General Microbiology</td>
<td>4</td>
</tr>
<tr>
<td>NUR 201 Nursing Through the Lifespan I</td>
<td>5</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>

**SEMESTER IV (Fall)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPH 107 Fundamentals of Public Speaking OR</td>
<td>3</td>
</tr>
<tr>
<td>SPH 116 Interpersonal Communication</td>
<td>3</td>
</tr>
<tr>
<td>PSY 210 Human Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>NUR 202 Nursing Through the Lifespan II</td>
<td>6</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>

**SEMESTER V (Spring)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HUMANITIES ELECTIVE (Art, Music, Literature, Religion, Philosophy, Foreign Language, or Drama/Theatre Course)</td>
<td>3</td>
</tr>
<tr>
<td>NUR 203 Nursing Through the Lifespan III</td>
<td>6</td>
</tr>
<tr>
<td>NUR 204 Transition into Nursing Practice</td>
<td>4</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>13</strong></td>
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</table>

**SPRING ADMISSION CURRICULUM SCHEDULE**

**SEMESTER I (Spring)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 100 Intermediate College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>BIO 201 Human Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>NUR 102 Fundamentals of Nursing</td>
<td>6</td>
</tr>
<tr>
<td>NUR 103 Health Assessment</td>
<td>1</td>
</tr>
<tr>
<td>NUR 104 Introduction to Pharmacology</td>
<td>1</td>
</tr>
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<td><strong>15</strong></td>
</tr>
</tbody>
</table>

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**SEMESTER II (Fall)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101 * English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>BIO 202 Human Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>NUR 105 Adult Nursing</td>
<td>8</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>20</strong></td>
</tr>
</tbody>
</table>
# Programs of Study

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 106 Maternal and Child Nursing</td>
<td>5</td>
</tr>
<tr>
<td>ENG 101*English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>BIO 220 General Microbiology</td>
<td>4</td>
</tr>
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<td>NUR 201 Nursing Through the Lifespan I</td>
<td>5</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>20</strong></td>
</tr>
</tbody>
</table>

*Prerequisite: Satisfactory score on the COMPASS English placement or ACT/SAT tests or appropriate developmental coursework.

### SEMESTER III (Spring)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tr>
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<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 201 Human Anatomy &amp; Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>NUR 102 Fundamentals of Nursing</td>
<td>6</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>10</strong></td>
</tr>
</tbody>
</table>

### SEMESTER III (Summer)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPH 107 Fundamentals of Public Speaking OR</td>
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</tr>
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<td>5</td>
</tr>
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<td>NUR 201 Nursing Through the Lifespan I</td>
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<td><strong>Total</strong></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>

### SEMESTER V (Fall)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 203 Nursing Through the Lifespan III</td>
<td>6</td>
</tr>
<tr>
<td>NUR 204 Transition into Nursing Practice</td>
<td>4</td>
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<td><strong>Total</strong></td>
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</tbody>
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<table>
<thead>
<tr>
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<tr>
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<td>5</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>11</strong></td>
</tr>
</tbody>
</table>

**TOTAL CREDITS**                                                       **72**

Nursing courses are offered only on the Decatur campus.

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**ASSOCIATE DEGREE NURSING**

**PART-TIME EVENING CURRICULUM**

**HYBRID (Alternative Scheduling)**

### SEMESTER I (Fall)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 103 Health Assessment</td>
<td>1</td>
</tr>
<tr>
<td>NUR 104 Introduction to Pharmacology</td>
<td>1</td>
</tr>
<tr>
<td>BIO 201 Human Anatomy &amp; Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>MTH 100 Intermediate College Algebra</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>9</strong></td>
</tr>
</tbody>
</table>

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*Prerequisite: Satisfactory score on the COMPASS math placement of ACT/SAT tests or appropriate developmental coursework.

### SEMESTER II (Spring)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 102 Fundamentals of Nursing</td>
<td>6</td>
</tr>
<tr>
<td>BIO 202 Human Anatomy &amp; Physiology I</td>
<td>4</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>10</strong></td>
</tr>
</tbody>
</table>

### SEMESTER III (Summer)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 106 Maternal and Child Nursing</td>
<td>5</td>
</tr>
<tr>
<td>BIO 220 General Microbiology</td>
<td>4</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>9</strong></td>
</tr>
</tbody>
</table>

### SEMESTER IV (Fall)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 105 Adult Nursing</td>
<td>8</td>
</tr>
<tr>
<td>ENG 101*English Composition I</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>11</strong></td>
</tr>
</tbody>
</table>

*Prerequisite: Satisfactory score on the COMPASS English placement or ACT/SAT test or appropriate development coursework.

### SEMESTER V (Spring)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 201 Nursing Through the Lifespan I</td>
<td>5</td>
</tr>
<tr>
<td>SPH 107 Fundamentals of Public Speaking OR</td>
<td>3</td>
</tr>
<tr>
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<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>11</strong></td>
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### SEMESTER VI (Summer)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 203 Nursing Through the Lifespan III</td>
<td>6</td>
</tr>
<tr>
<td>PSY 210 Human Growth and Development</td>
<td>5</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>9</strong></td>
</tr>
</tbody>
</table>

### SEMESTER VII (Fall)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 202 Nursing Through the Lifespan II</td>
<td>6</td>
</tr>
<tr>
<td>NUR 204 Transition into Nursing Practice</td>
<td>4</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>10</strong></td>
</tr>
</tbody>
</table>

**HUMANITIES ELECTIVE**

(Art, Music, Literature, Religion, Philosophy, Foreign Language, or Drama/Theatre Course) **3**

### SEMESTER VII (Spring)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 202 Nursing Through the Lifespan II</td>
<td>6</td>
</tr>
<tr>
<td>NUR 201 Nursing Through the Lifespan I</td>
<td>5</td>
</tr>
<tr>
<td>PSY 200 General Psychology</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>13</strong></td>
</tr>
</tbody>
</table>

**TOTAL CREDITS**                                                       **72**

---

**ASSOCIATE DEGREE NURSING**

**Admission Procedures and Requirements**

Minimum admission standards for the Associate Degree Nursing program include:

1. Unconditional admission to the College.
2. Completion of a nurse entrance exam at a designated location. Individual will be responsible for required testing fees for the exam.
3. Receipt of completed application for the Associate Degree nursing program January 5 - May 21 for the TRADITIONAL curriculum and for the HYBRID PROGRAM.
4. A minimum of a 2.5 GPA is required on the last 24 hours of credit completed.

Student has 24 or more hours at the graduate level: compute GPA based on the most recent 24 hours at graduate level work; undergraduate work is ignored.

Student has less than 24 hours at the graduate level: compute GPA based on the most recent 24 hours of undergraduate work; graduate level work is ignored.

5. A minimum of 2.50 high school GPA for students without prior college work (GED acceptable in lieu of high school transcript).
6. Eligibility for:
   a. English 101 and Math 100 as determined by college policy, and
   b. BIO 201 during the first term of nursing courses.
7. Good standing with the College.
8. Meeting the essential functions or technical standards required for nursing.

Admission to the Associate Degree Nursing Program is competitive, and the number of students is limited by the number of faculty and clinical facilities available. **Meeting minimal requirements does not guarantee acceptance.**

**Calculation of Points for Students Meeting Minimum Admission**
Standards:

After meeting all minimum requirements, applicants are rank-ordered using a point system based on:

1. Nurse entrance exam/Compass
2. Points for Grades in Selected College Courses
   Maximum points 90

<table>
<thead>
<tr>
<th>Course</th>
<th>A</th>
<th>B</th>
<th>C</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 201</td>
<td>30</td>
<td>20</td>
<td>10</td>
</tr>
<tr>
<td>BIO 202</td>
<td>30</td>
<td>20</td>
<td>10</td>
</tr>
<tr>
<td>BIO 220</td>
<td>30</td>
<td>20</td>
<td>10</td>
</tr>
</tbody>
</table>

OR

Points for Grades in Selected High School Courses
Maximum points 90

<table>
<thead>
<tr>
<th>Course</th>
<th>A</th>
<th>B</th>
<th>C</th>
</tr>
</thead>
<tbody>
<tr>
<td>Highest Level Biology (incl. A&amp;P)</td>
<td>30</td>
<td>20</td>
<td>10</td>
</tr>
<tr>
<td>Algebra II or Higher Level Math</td>
<td>30</td>
<td>20</td>
<td>10</td>
</tr>
<tr>
<td>Chemistry</td>
<td>30</td>
<td>20</td>
<td>10</td>
</tr>
</tbody>
</table>

(3) Additional points (maximum 11): Please refer to the nursing web-site for breakdown of point distribution. Policy subject to change yearly as dictated by college policy and requirements from the Department of Postsecondary Education.

1. Nurse Entrance Exam/Compass
2. Additional points may be awarded to students as determined by individual college policy and procedures.
3. A TOTAL OF 200 POINTS ARE POSSIBLE WITH THESE SELECTION CRITERIA.

Nursing Application Process

Prospective students can access Admission Requirements and Applications for Nursing programs by going to www.calhoun.edu. From the homepage, click on ACADEMICS. Under the Health Sciences Division, click Nursing, on the left-side menu, click PROSPECTIVE STUDENTS.

Application must be submitted by May 21 for consideration for fall and spring admission. Applicants may apply for fall admission from January 5th through May 21st, provided admission criteria is met.

• Applications must be resubmitted annually.

SELECTION PROCESS

Since class size is limited, the Admission Committee will evaluate each applicant's academic performance and select applicants with the strongest academic record.

General education core courses are open to any student who meets Calhoun's admission requirements. A grade of "C" or above will be required for passing each course required for the AD Nursing Program. The applicant must maintain at least a "C" average (2.0 grade point average on a 4.0 scale) on all courses taken and/or transferred to Calhoun.

Once enrolled in the program, students must take courses sequential-ly as outlined. Students must successfully pass each nursing course (NUR Prefix) to progress in the program.

Transfer Students

Applicants desiring to transfer into Calhoun's Associate Degree Nursing program who have taken nursing courses will be considered on an individual basis and will be required to meet requirements of the nursing program.

1. Meet the entry and progression requirements of the institution and the nursing program.
2. Provide evidence that all required general education and nursing courses maintain a grade of C or better taken at another institution and possess a minimum of a 2.00 cumulative GPA at the time of transfer.
   a. Alabama Community College System Standardized Nursing Curriculum courses will be transferred without review of the course syllabus.
   b. Nursing courses from any other institution are accepted only after review by the accepting institution to ensure content consistency.
3. Must be a student in good standing and eligible to return to the previous nursing program.
4. Provide a letter of recommendation from the Dean/Director of the previous program.
5. Complete at least 25% of the total program at the accepting institution.
6. Acceptance of transfer students into nursing programs is limited by the number of faculty and clinical facilities available. Meeting minimal requirements does not guarantee acceptance.
7. Validation of skills and knowledge may be required to determine program placement.

ENROLLMENT REQUIREMENTS

It is recommended that all nursing students be immunized against Hepatitis B prior to entering the first nursing course. At the time of registration for the first nursing course, students will be required to present proof that they have received three (3) Hepatitis B vaccinations or proof of immunity to the hepatitis virus. (The three immunizations take at least six months to complete). Students who choose not to have these immunizations must sign a form indicating their refusal of the vaccinations prior to entering the first nursing course. It is recommended that all nursing students be immunized against Hepatitis B prior to entering the first nursing course. At the time of registration for the first nursing course, students will be required to present proof that they have received three (3) Hepatitis B vaccinations or proof of immunity to the hepatitis virus. (The three immunizations take at least six months to complete). Students who choose not to have these immunizations must sign a form indicating their refusal of the vaccinations prior to being allowed to register for nursing. Additionally, the student must have the following documentation at registration for Semester I to complete the enrollment process in the Associate Degree Nursing program.

1. Documentation of current cardiopulmonary resuscitation (CPR) course completion. (American Heart Association Health Care Provider or American Red Cross Health Care Provider) Certification for CPR occurs annually while in the nursing program.
2. A current Student Health Form that has been completed by a licensed physician or nurse practitioner. (Form will be furnished when student is notified of admission into the Nursing program.)
3. Documentation of two-step Mantoux skin test (PPD), or chest x-ray, if PPD is positive, indicating he/she is free of tuberculosis or three consecutive annual skin test documented.
4. Verification of immunization for Hepatitis B and/or show positive antibodies, or sign a waiver.
5. Documentation of immunity to rubella (German measles), immunization record or titer level.
6. Proof of purchase of professional liability insurance through the College as outlined by the Nursing Department at Calhoun Community College.
7. As stipulated by the health agencies with which the Department of Nursing contracts for clinical experience, each student accepted into any nursing program at Calhoun Community College will undergo drug and alcohol testing and background check as a precondition to beginning a clinical rotation. The fee for testing is the responsibility of the student. Written guidelines for the screening process will be provided to the student upon his/her acceptance into the program.
8. Students will be expected to perform the essential functions listed as follows.

The Alabama Community College System
Nursing Programs
Essential Functions

The Alabama Community College System endorses the American's with Disabilities Act. In accordance with College policy, when requested, reasonable accommodations may be provided for individuals with disabilities.

The essential functions delineated below are necessary for nursing program admission, progression and graduation and for the provision of safe and effective nursing care. The essential functions include but are not limited to the ability to

1) Sensory Perception
   a) Visual
      i) Observe and discern subtle changes in physical conditions and the environment
      ii) Visualize different color spectrums and color changes
      iii) Read fine print in varying levels of light
      iv) Read for prolonged periods of time
      v) Read cursive writing
      vi) Read at varying distances
      vii) Read data/information displayed on monitors/equipment
   b) Auditory
      i) Interpret monitoring devices
      ii) Distinguish muffled sounds heard through a stethoscope
      iii) Hear and discriminate high and low frequency sounds produced by the body and the environment
      iv) Effectively hear to communicate with others
   c) Tactile
      i) Discern tremors vibrations, pulses, textures, temperature, shapes, size, location and other physical characteristics
   d) Olfactory
      i) Detect body odors and odors in the environment

2) Communication/Interpersonal Relationships
   a) Verbally and in writing, engage in a two-way communication and interact effectively with others, from variety of social, emotional, cultural and intellectual backgrounds
   b) Work effectively in groups

3) Cognitive/Critical Thinking
   a) Effectively read, write and comprehend the English language
   b) Consistently and dependably engage in the process of critical thinking in order to formulate and implement safe and ethical nursing decisions in a variety of health care settings
   c) Demonstrate satisfactory performance on written examinations including mathematical computations without a calculator
   d) Satisfactorily achieve the program objectives

4) Motor Function
   a) Handle small delicate equipment/objects without extraneous movement, contamination or destruction
   b) Move, position, turn, transfer, assist with lifting or lift and carry clients without injury to clients, self or others
   c) Maintain balance from any position
   d) Stand on both legs
   e) Coordinate hand/eye movements
   f) Push/pull heavy objects without injury to client, self or others
   g) Stand, bend, walk and or sit for 6-12 hours in a clinical setting performing physical activities requiring energy without jeopardizing the safety of the client, self or others
   h) Walk without a cane, walker or crutches
   i) Function with hands free for nursing care and transporting items
   j) Transport self and client without the use of electrical devices
   k) Flex, abduct and rotate all joints freely
   l) Respond rapidly to emergency situations
   m) Maneuver in small areas
   n) Perform daily care functions for the client
   o) Coordinate fine and gross motor hand movements to provide safe effective nursing care
   p) Calibrate/use equipment
   q) Execute movement required to provide nursing care in all health care settings
   r) Perform CPR and physical assessment
   s) Operate a computer

5) Professional Behavior
   a) Convey caring, respect, sensitivity, tact, compassion, empathy, tolerance and a healthy attitude toward others
   b) Demonstrate a mentally healthy attitude that is age appropriate in relationship to the client
   c) Handle multiple tasks concurrently
   d) Perform safe, effective nursing care for clients in a caring context
   e) Understand and follow the policies and procedures of the College and clinical agencies
   f) Understand the consequences of violating the student code of conduct
   g) Understand that posing a direct threat to others is unacceptable and subjects one to discipline
   h) Meet qualifications for licensure by examination as stipulated by the Alabama Board of Nursing
   i) Not to pose a threat to self or others
guaranteed.

1. Maintain a grade of C or better in all required general education courses in order for her/him to progress in the nursing program:

   a. Space unavailability of a course in which the student wishes to enroll;
   b. Grade point average is less than 2.0 from courses completed at current institution;
   c. Refusal by clinical agencies to accept the student for clinical experiences.
   d. Adhere to nursing curriculum or program policies and procedures effective at the point of reinstatement.

   Reinstatement to the nursing program is not guaranteed.

8. Reinstatement may be denied due to, but not limited to, any of the following circumstances:

   a. Space unavailability of a course in which the student wishes to be reinstated. (Students in regular progression have enrollment priorities for clinical sites.)
   b. Grade point average is less than 2.0 from courses completed at current institution.
   c. Refusal by clinical agencies to accept the student for clinical experiences.
   d. Failure to demonstrate competency in all previous nursing courses successfully completed.
   e. Over twelve months have elapsed since the student was enrolled in a nursing course.
   f. Student has been dismissed from the program.

9. If a student who is unsuccessful in the associate degree nursing program during the last semester of that program, the student may opt to enroll in the last semester of the practical nursing program. If a student has been dismissed from the mobility program, the student may apply for admission to the traditional program. Acceptance is based on space availability.

10. A student who has been dismissed from a specific program (ADN/PN/Mobility) can apply for admission as a new student to any nursing program within the Alabama Community College System, provided

   a. the student meets current entry requirements;
   b. the student was not dismissed from the previous program for disciplinary reasons or for unsafe/unsatisfactory client care in the clinical area.

11. Students dismissed from the previous program for disciplinary reasons and/or unsafe/unsatisfactory client care in the clinical area will not be allowed reinstatement to the nursing program.

12. Students receiving an “I” in a NUR course must complete all course requirements before the time to start clinical experience in the next semester. Any exceptions made must have the approval of the Nursing Program Director.

13. Nursing Non-Progression: Nursing non-progression is defined as failure of one or more courses in a semester OR withdrawal (for any reason) from one or more courses in two separate semesters. Students returning to repeat a course due to withdrawal will be allowed to register for said course(s) on a space available basis. Two incidents of non-progression will result in dismissal from the nursing program.
Programs of Study

A current Student Health Examination form on all students must be maintained on file throughout the program.

Evidence of annual Healthcare Provider cardiopulmonary resuscitation (CPR) course completion must be maintained by all students throughout the program with annual recertification.

Nursing students must have professional liability insurance coverage as outlined by the Nursing Department of Calhoun Community College.

Grading

The grading scale for NUR courses is as follows:

A minimum letter grade of “C” is required in all nursing (NUR) courses for passing and progressing to the next nursing course. In order to receive a letter grade of “C,” a grade of 75 or above will be required for any nursing course taken.

Readmission Requirements

Eligible students desiring to be readmitted to the nursing program must contact the secretary of the Nursing Department (256) 306-2794 to schedule an appointment to discuss readmission plans. The student should obtain a current, unofficial copy of his/her transcript from the records office to bring with him/her to the meeting with the nursing faculty advisor. For readmission into the fall and summer semesters, the letter requesting readmission must be received in the Nursing Department office by April 15th prior to the fall semester to be readmitted. For readmission into the spring semester, letter requesting readmission must be received in the Nursing Department office by October 15th prior to the spring semester to be readmitted. All readmitted students are accepted in the nursing program based on

1. Fulfillment of admissions criteria.
2. Availability of class space.

Effective fall semester 2009, any student unsuccessful or withdrawing from the first semester of the nursing program, must re-apply for consideration for readmission into the nursing program.

Program Costs

After entry into the program, the student will be required to

1. purchase Nurse Pacs (equipment/supplies) through the Calhoun College Bookstore.
2. provide his/her own transportation to area clinical facilities.

Additional expenses include:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Textbooks (Nursing)</td>
<td>$800.00</td>
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<td>Uniforms &amp; Supplies</td>
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<td>Malpractice Insurance (per year)</td>
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<td>Drug Testing/Background Check</td>
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<td>Nurse Pacs/Background Checks</td>
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<tr>
<td>Graduation Pictures</td>
<td>$25.00</td>
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<tr>
<td>National Council Licensure Examination</td>
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Grading Fee .................................................................85.00
Alabama Temporary Licensing Fee (Optional) ..........50.00
Graduation Fees ..........................................................20.00
CPR .....................................................................................35.00
Health Exams, PPD, and Immunizations (Cost Varies) $85.00 each semester
Tuition (See General Information Section in this Catalog)

Graduation

To graduate, a student must successfully complete the prescribed program of study with a 2.00 overall Grade Point Average (GPA).

PHILOSOPHY AND OBJECTIVES

The philosophy of the nursing programs is consistent with the mission, goals and objectives of The Alabama Community College System. The programs provide curricula to develop the knowledge, skills, and abilities necessary for entry level employment in practical and professional nursing. The nursing faculty endorses the following beliefs:

Maslow’s theory is the foundation for the program of learning. According to Maslow, all individuals have similar needs arranged in a hierarchy with higher needs emerging as basic physiological needs are met. Individuals are unique biological, psychosocial and spiritual beings who strive to meet holistic needs. Each individual has the right to make informed decisions about one’s health in a technologically changing society. Society, a complex system that influences culture, values, and beliefs, provides direction and meaning to an individual’s experiences throughout the lifespan.

Health, which is individually perceived, exists when needs are met. Ranging on a continuum from highest level wellness to death, health is a dynamic state. The goals of health care are to promote, maintain, and restore health.

Nursing is an art, as well as, a science in which the holistic needs of the individual are met through utilization of the nursing process in a variety of settings. The nursing process incorporates scientific principles, interpersonal and psychomotor skills. The practice of nursing takes place in an ever changing health care system and requires caring, critical thinking, competency, legal/ethical accountability, dedication to an evolving body of knowledge, life long learning and client advocacy.

The teaching-learning process is a shared responsibility between faculty and students where faculty serve as facilitators of learning. The successful teaching-learning process requires an environment that promotes learning, considers the needs of the individual, and provides opportunities for student participation and educational goal attainment. The learning process is based on principles of critical thinking and is enhanced by the presentation of information from simple to complex. Learning is achieved when there is evidence of a change in behavior within the cognitive, affective, and/or psychomotor domains. Individuals have the right to achieve self-actualization and society provides educational opportunities.

Nursing education is a learner-centered process which combines general education and nursing courses to prepare the individual for the practice of nursing. Incorporating a program of learning, a variety of instructional methodologies, and available resources, nursing education fosters competency, accountability and continued professional development. Learning is a life long process which promotes professionalism and is beneficial for the learner and society.

Threads Integrated Throughout Curriculum

1. Critical Thinking
2. Communication
3. Nutrition
4. Pharmacology
5. Cultural Diversity
6. Life Span
7. Pathophysiology
8. Technology
9. Teaching/Learning
10. Legal/Ethical
11. Roles of the Nurse

PROGRAM OBJECTIVES

At completion of program, the associate degree nursing graduate will be able to:

1. Demonstrate proficiency in performing advanced nursing skills for individuals with health alterations in a variety of settings.
2. Apply therapeutic communication techniques in providing advanced nursing care for clients throughout the lifespan.
3. Apply foundational knowledge of the nursing process in providing advanced nursing care for clients throughout the lifespan.
4. Utilize critical thinking skills in providing collaborative care for clients with selected health alterations in a variety of settings.
5. Formulate a teaching/learning plan for culturally diverse clients with selected health alterations in a variety of settings.
6. Demonstrate competencies necessary to meet the needs of individuals throughout the lifespan in a safe, legal, and ethical manner using the nursing process.
7. Examine relevant technology for client care and documentation.
8. Demonstrate professional behaviors and roles of a registered nurse upon entry into practice.

CAREER OPPORTUNITIES

Graduates of the Calhoun Associate Degree Nursing program have been employed by hospitals, physicians’ offices, industry, nursing homes, long-term health care facilities, and other community health care agencies. Over the past three years, 100% of the students graduating from the program who sought employment have secured employment as graduate nurses at the time of graduation. The starting base salary range for a new graduate Associate Degree nurse is approximately $12.00 - $14.00 an hour. The starting base salary range for a new Practical Nurse is approximately $17.00 - $20.00 an hour. Additional information related to occupational outlook may be obtained from the Calhoun Career Planning and Job Placement Center, located in the Chasteen Student Center on the Decatur campus. References available include the following:

OCCUPATIONAL OUTLOOK HANDBOOK, updated annually
FINNEY COMPANY OCCUPATIONAL BRIEFS, updated as updates are available
DICTIONARY OF OCCUPATIONAL TITLES, updated as updates are available
CAREERS PLACEMENT COUNCIL SALARY SURVEYS, quarterly updates received
CAREER CLUSTER FILE, Careers, Inc., updated as updates are made available
COLLEGE PLACEMENT ANNUALS, provided yearly through College Placement Council membership

Program Code: AP.NURCM  CIP Code: 51.1601

This nursing curriculum is designed for those persons who are graduates of a practical nursing program and who desire to pursue further study toward an Associate in Applied Science degree in nursing. The program is accredited by the National League for Nursing Accreditation Commission and has the full approval of the Alabama Board of Nursing.

Upon satisfactory completion of the requirements of the Nursing program, the graduate will be eligible to apply to write the National Council Licensure Examination and apply to a state Board of Nursing for licensure as a registered nurse. Legal requirements for licensure may be found in the Alabama Board of Nursing Administrative Code. Applicants who have been found guilty of any offenses listed in the Code may be denied licensure by the Alabama Board of Nursing. Any applicant who has had a criminal conviction, alcohol and/or drug abuse/treatment or mental illness must provide the Alabama Board of Nursing with a full explanation and the appropriate court/treatment records at the time of application for examination and licensure. The Alabama Board of Nursing will determine whether or not the applicant may write the examination for licensure and be licensed as a registered nurse.

General education and nursing courses must be taken in the sequence listed unless general education courses are taken prior to the semester in which they are required. All students must take the nursing courses as listed in this Catalog regardless of when they begin course work at this college.

Nursing courses are offered only on the Decatur campus.

POLICIES/CURRICULUM

Policies/curriculum for the Nursing Department are subject to change at any time. Written notice will be given to all students enrolled in NUR courses prior to implementation of policy/curriculum changes. Program objectives for the Career Mobility Program are the same as those listed under the traditional program.

Prerequisite Courses (Prior to NUR 201):

- MTH 100 or Higher Level Math (3 credit hours)
- BIO 201 Human Anatomy and Physiology I (4 credit hours)
- BIO 202 Human Anatomy and Physiology II (4 credit hours)
- ENG 101 English Composition (3 credit hours)

Total Prerequisites: .................................................................14 credit hours

FIRST TERM (SPRING)

NUR 200 Nursing Career Mobility Assessment ..................................6

SECOND TERM (SUMMER)

PSY 200 General Psychology .........................................................3
BIO 220 General Microbiology .......................................................4
NUR 201 Nursing Through the Lifespan I ......................................5
Total .............................................................12
Programs of Study

THIRD TERM (FALL)
SPH 107 Fundamentals of Public Speaking OR
SPH 116 Introduction to Interpersonal Communication.................3
PSY 210 Human Growth and Development.......................................3
NUR 202 Nursing Through the Lifespan II ........................................6
Total ...............................................................................................12

FOURTH TERM (SPRING)
Humanities Elective ............................................................................3
NUR 203 Nursing Through the Lifespan III .......................................6
NUR 204 Role Transition for the Registered Nurse ...........................4
Total ...............................................................................................13
TOTAL ...............................................................................................57
Non-traditional Credits .....................................................................15
TOTAL CREDITS...............................................................................72

ADMISSION POLICY
Minimum admission standards for the Associate Degree Nursing Program include:
1. Unconditional admission to the college.
2. Receipt of completed application for the Career Mobility Program by October 15th.
3. A minimum of 2.50 cumulative Grade Point Average (GPA) for students with previous college work.
4. Completion of prerequisite courses before taking NUR 201 (MTH 100 or higher math, BIO 201 & 202, ENG 101).
5. Good standing with college.
6. Meeting the essential functions or technical standards required for nursing.

Admission to the Associate Degree Nursing Career Mobility Program is competitive, and the number of students is limited by the number of faculty and clinical facilities available. Meeting minimum requirements does not guarantee acceptance.

Calculation of Points for Students Meeting Minimum Admission Standards:

After meeting all minimum requirements, applicants are rank-ordered using a point system based on:
(1) Nurse Entrance Exam/Compass
(2) Points for Grades in Selected College Courses

Maximum points 90

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<thead>
<tr>
<th></th>
<th>A</th>
<th>B</th>
<th>C</th>
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<tbody>
<tr>
<td>BIO 201</td>
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<tr>
<td>BIO 202</td>
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<td>20</td>
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</tr>
<tr>
<td>BIO 220</td>
<td>30</td>
<td>20</td>
<td>10</td>
</tr>
</tbody>
</table>

OR

Points for Grades in Selected High School Courses

Maximum points 90

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<thead>
<tr>
<th></th>
<th>A</th>
<th>B</th>
<th>C</th>
</tr>
</thead>
<tbody>
<tr>
<td>Highest Level Biology (incl. A&amp;P)</td>
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<td>20</td>
<td>10</td>
</tr>
<tr>
<td>Algebra II or Higher Level Math</td>
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<td>20</td>
<td>10</td>
</tr>
<tr>
<td>Chemistry</td>
<td>30</td>
<td>20</td>
<td>10</td>
</tr>
</tbody>
</table>

(3) Additional points (maximum 11): Please refer to the nursing web-site for breakdown of point distribution. Policy subject to change yearly as dictated by college policy and requirements from the Department of Postsecondary Education.

1. Nurse Entrance Exam/Compass
2. Additional points may be awarded to students as determined by individual college policy and procedures.
3. A TOTAL OF 200 POINTS ARE POSSIBLE WITH THESE SELECTION CRITERIA.

Please note the following additional Career Mobility requirements:
- Graduates of the approved Alabama Community College System PN standardized curriculum (Calhoun graduates of August 2005, and after) may be eligible to enter the ADN program during the third (3rd) semester without taking NUR 200. All other Licensed Practical Nurses must successfully complete NSG 200.
- For progression into NUR 201, students must have documentation of employment as an LPN for a minimum of 500 clock hours within the 12 months prior to admission. Employer verification will be required for this criteria.
- All students must have a valid unencumbered Alabama practical nurse license.

Students must pass both knowledge assessments and all skill validations to be considered for eligibility into the ADN program. Satisfactory completion of knowledge and skill validations is on a pass/fail standard set by the Alabama Community College System.

Students are expected to utilize relevant technology in preparing for assessments.

Students applying for admission to career mobility tracks will be assessed and placed in rank order prior to admission into NUR 200.

For students who completed the Standardized ACCS Nursing curriculum more than 2 years prior to application for admission to Career Mobility or for students who have graduated from any other PN curriculum. There will be a limited number of available slots. The number of slots available in NUR 200 and NUR 201 will be at the discretion of the college.

For students completing the Standardized ACCS Nursing curriculum within the previous 2 years. Students must meet progression criteria for NUR 201. The number of slots available will be at the discretion of the college. If you have completed LPN curriculum in the last two years, NUR 200 will not be required. Each student will still be required to meet the 500 work hours.

*Note: Refer to policies under Associate Degree Nursing.*
The Physical Therapist Assistant (PTA) Associate of Applied Science Degree is designed to provide courses in general education and physical therapy knowledge and skills to fulfill the objectives of the PTA program. The program is designed to be completed in five terms. Coursework is progressive, requiring a grade of "C" or higher in each PTA and required general education academic course. A final comprehensive examination is required before program completion, and the student must pass this examination with a grade of "C" or higher to graduate.

On successful completion of the program, students are awarded an Associate of Applied Science Degree in PTA and are eligible to apply for the state licensing examination, which must be passed before being eligible to practice. The licensing examination in Alabama and many other states will also include a specific test on jurisprudence for the state licensing examination, which must be passed before being eligible to practice. The licensing examination in Alabama and many other states will also include a specific test on jurisprudence.

PTA students are required to comply with legal, moral, and legislative standards in accordance with Rule No. 700-X-2-02 of the Alabama State Board of Physical Therapy Administrative Code, which states the following:

The Board shall refuse licensure to any applicant who is of other than good moral character. The determination as to what constitutes other than good moral character and reputation shall be solely within the judgment of the Board. Each applicant shall be required to submit references from two professional sources addressing, but not being limited to, moral character. These references shall be submitted on forms prescribed by the Board and shall be mailed to the executive director. Grounds for refusal may include, but are not limited to: (1) history of using drugs or intoxicating liquors to an extent that affects professional competency, (2) conviction of a felony or crime involving moral turpitude, (3) attempt to obtain or obtaining a license by fraud or deception, (4) guilt of conduct unbecoming a person registered as a physical therapist or licensed as a physical therapist assistant or of conduct detrimental to the best interest of the public, and (5) conviction of violating any state or federal narcotic law.
**ASSOCIATE OF APPLIED SCIENCE DEGREES AND CERTIFICATES**

**PRACTICAL NURSING**

Certificate

Program Code: CT.LPN    CIP Code: 51.1613

Licensed Practical Nurses (LPNs) represent the second largest health care providing group in America, after RNs. LPNs provide direct patient care under the supervision of an RN, physician or dentist. They perform a variety of nursing functions requiring communication skills, critical thinking, decision making, and sound judgment. LPNs work in hospitals, long term care facilities, home health care, physician/dentist offices and other settings. Practical nurses have a vital role in affecting the quality and effectiveness of health care.

The Practical Nursing program at Calhoun is a Certificate program of study. It was established in 1953 to provide a program for the educational preparation of the Licensed Practical Nurse. The program has the full approval of the Alabama Board of Nursing. It is accredited by the National League for Nursing. Accreditation information regarding the nursing program may be obtained from the National League for Nursing Accrediting Commission, 3343 Peachtree Rd. NE, Suite 500, Atlanta, GA 30326 Telephone: 404-975-5000.

Graduates of this curriculum will be eligible to apply to take the licensing examination, NCLEX-PN, through which they achieve the designation of licensed practical nurse.

Completion of the practical nursing curriculum requires three (3) semesters of study for a total of 43 credit hours. Courses must be taken in sequential order as designated. Enrollment is limited.

The practical nursing curriculum revolves around technical excellence utilizing the nursing process as a means by which students relate theory to practice. It incorporates the knowledge, values, and skills required for safe, effective patient care in practical nursing practice. Ethical and legal accountability are stressed.

The practical nursing program at Calhoun is for those individuals who are service oriented, intellectually mature with a strong sense of self direction and motivation and who are able to work and interact with people of all ages and from various backgrounds.

**PHILOSOPHY AND OBJECTIVES**

The philosophy of the nursing programs is consistent with the mission, goals and objectives of The Alabama Community College System. The programs provide curricula to develop the knowledge, skills, and abilities necessary for entry level employment in practical and professional nursing. The nursing faculty endorses the following beliefs:

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Health, which is individually perceived, exists when needs are met.

Ranging on a continuum from highest level wellness to death, health is a dynamic state. The goals of health care are to promote, maintain, and restore health.

Nursing is an art as well as a science in which the holistic needs of the individual are met through utilization of the nursing process in a variety of settings. The nursing process incorporates scientific principles, interpersonal and psychomotor skills. The practice of nursing takes place in an ever changing health care system and requires caring, critical thinking, competency, legal/ethical accountability, dedication to an evolving body of knowledge, life long learning and client advocacy.

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Nursing education is a learner-centered process which combines general education and nursing courses to prepare the individual for the practice of nursing. Incorporating a program of learning, a variety of instructional methodologies, and available resources, nursing education fosters competency, accountability and continued professional development. Learning is a life long process which promotes professionalism and is beneficial for the learner and society.

**Threads Integrated Throughout Curriculum**
1. Critical Thinking
2. Communication
3. Nutrition
4. Pharmacology
5. Cultural Diversity
6. Lifespan
7. Pathophysiology
8. Technology
9. Teaching / Learning
10. Legal / Ethical
11. Roles of the Nurse

**PRACTICAL NURSING**

Certificate

**SEMESTER I (Fall)**

<table>
<thead>
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<th>Course</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 100 or Higher Level Mathematical Applications</td>
<td>3</td>
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<tr>
<td>BIO 201 Human Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>NUR 102 Fundamentals of Nursing</td>
<td>6</td>
</tr>
<tr>
<td>NUR 103 Health Assessment</td>
<td>1</td>
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<tr>
<td>NUR 104 Introduction to Pharmacology</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>15</strong></td>
</tr>
</tbody>
</table>

*NOTE: A higher math may be accepted with approval*

*Prerequisite: Satisfactory score on the COMPASS math placement or ACT/SAT tests or appropriate developmental coursework.*
PRACTICAL NURSING ENROLLMENT REQUIREMENTS

It is recommended that all nursing students be immunized against Hepatitis B prior to entering the first nursing course. At the time of registration for the first nursing course, students will be required to present proof that they have received the three (3) Hepatitis B vaccinations or proof of immunity to the hepatitis virus. (The three immunizations take at least six months to complete). Students who choose not to have these immunizations must sign a form indicating their refusal of the vaccinations prior to being allowed to register for nursing. Additionally, the student must have the following documentation at registration for Semester I to complete the enrollment process in the Practical Nursing program:

1. Documentation of current cardiopulmonary resuscitation (CPR) health care provider level course completion. Certification for CPR occurs annually while in the nursing program.
2. A current Student Health Form that has been completed by a licensed physician or nurse practitioner. (form will be furnished when student is notified of admission into the Nursing program)
3. Documentation of two-step Mantoux skin test (PPD), or chest x-ray, if PPD is positive, indicating he/she is free of tuberculosis or three consecutive annual skin tests documented as negative.
4. Verification of immunization for Hepatitis B and/or show positive antibodies, or sign a waiver.
5. Documentation of immunity to rubella (German Measles), immunization record or titer level.
6. Proof of purchase of professional liability insurance through the College as outlined by the Nursing Department at Calhoun Community College.
7. As stipulated by the health agencies with which the Nursing Department contracts for clinical experience, each student accepted in any nursing program at Calhoun Community College.
College will undergo drug and alcohol testing and background checks as a precondition to beginning a clinical rotation. The fee for testing is the responsibility of the student. Written guidelines for the screening process will be provided to the student upon his/her acceptance into the program.

**PROGRAM REQUIREMENTS**

The following requirements apply to continued progression in the program.

**Standards of Conduct**

The nursing student shall comply with legal, moral, and legislative standards which determine acceptable behavior of the nurse and shall avoid those behaviors which may be cause for denial of license to practice as a practical nurse, in accordance with the Alabama Law Regulating Practice of Registered and Practical Nursing and the Alabama Board of Nursing Administrative Code.

When there is a probable cause, the Nursing Department faculty reserves the right to require a prospective student, a student currently enrolled in the program, or a returning student to submit to psychological testing/counseling, drug screening, and/or a physical examination by a licensed professional at the student's expense and to submit a report of the outcome to the nursing faculty. The Nursing Department will provide a specific form for this purpose, when applicable. All reports may be reviewed by the Nursing Department faculty to determine if a student may be admitted, readmitted, or retained in the nursing program.

In addition, all students admitted to the program are expected to abide by the policies of the COLLEGE CATALOG and the POLICY MANUAL for Practical Nursing students.

**Academic Progression**

The following standards must be maintained by each student in order for her/him to progress in the nursing program:

1. Maintain a grade of C or better in all required general education and nursing courses and maintain a 2.0 cumulative GPA.
2. Unless completed previously, students must complete all required general education courses according to The Alabama Community College System Nursing Education curriculum. Any exceptions must be approved by the nursing program director.
3. Maintain ability to meet essential functions for nursing with or without reasonable accommodations.
4. Maintain current CPR at the health care provider level with annual renewal (recertification).
5. If a student withdraws or makes a D or an F in a nursing course, the student cannot progress in the nursing course sequence until the course is repeated successfully. Course repetition will be based on instructor availability and program resources.
6. Students whose progression through the nursing program is interrupted and who desire to be reinstated in the program must schedule an appointment with the Nursing Department at (256) 306-2794 to schedule an appointment to discuss reinstatement. In order to be reinstated, a student must:
   a. Apply for readmission to the college if not currently enrolled;
   b. Submit a letter of request for reinstatement to the nursing program Admissions and Progression Committee requesting reinstatement; reinstatement would occur within one year from the term of withdrawal of failure;
   c. Demonstrate competency in all previous nursing courses successfully completed with validation of clinical nursing skills and/or written/computerized exams;
   d. Adhere to nursing curriculum or program policies and procedures effective at the point of reinstatement.

7. Reinstatement to the nursing program is not guaranteed.
8. Reinstatement may be denied due to, but not limited to, any of the following circumstances:
   a. Space unavailability of a course in which the student wishes to be reinstated. (Students in regular progression have enrollment priorities for clinical sites.)
   b. Grade point average is less than 2.0 from courses completed at current institution.
   c. Refusal by clinical agencies to accept the student for clinical experiences.
   d. Failure to demonstrate competency in all previous nursing courses successfully completed.
   e. Over twelve months have elapsed since the student was enrolled in a nursing course.
   f. Student has been dismissed from the program.
9. A student who has been dismissed from a specific program (ADN/PN/Mobility) can apply for admission as a new student to any nursing program within the Alabama Community College System, provided:
   a. the student meets current entry requirements;
   b. the student was not dismissed from the previous program for disciplinary reasons or for unsafe/unsatisfactory client care in the clinical area.

10. Students dismissed from the previous program for disciplinary reasons and/or unsafe/unsatisfactory client care in the clinical area will not be allowed reinstatement to the nursing program.
11. Students receiving an “I” in a NUR course must complete all course requirements before the time to start clinical experience in the next semester. Any exceptions made must have approval of the Nursing Program Director.
12. Nursing Non-Progression: Nursing non-progression is defined as failure of one or more courses in a semester OR withdrawal (for any reason) from one or more courses in two separate semesters. Students withdrawing from one or more courses in the same semester are not considered under this definition to have experienced a nursing non-progression. Students unsuccessful within the first semester must reapply for admission to the nursing program. Students returning to repeat a course due to withdrawal will be allowed to register for said course(s) on a space available basis. Two incidents of non-progression will result in dismissal from the nursing program.

A current Student Health Examination form on all students must be maintained on file throughout the program.

Nursing students must have professional liability insurance coverage as outlined by the Nursing Department at Calhoun Community College.

**POLICIES/CURRICULUM**

Policies/curriculum for Practical Nursing is subject to change at any time. Written notice will be given to all students enrolled in the LPN program prior to implementation of change.

**Readmission:**

The readmission of a student is based on availability of space and student-teacher ratio, provided the student is eligible to return. The student will be readmitted one time only following failure of a nursing
course with a clinical lab component. The student must complete the program within 24 months of initial admission date.

Effective fall semester 2009, any student unsuccessful or withdrawing from first semester of the nursing program must reapply for consideration for readmission into the nursing program.

After two years have lapsed since a student has attended the Practical Nursing Program, the student has an option of reentering the program as a new student. The student will take all required NUR courses listed in the curriculum at the time of admission. The student will be required to meet all program requirements.

Any student requesting readmission must have a minimum Grade Point Average of 2.00 on all course work attempted.

A Student Health Examination Form will be required as well as liability insurance renewal, tuberculin skin testing (PPD) and CPR course completion.

TRANSFER STUDENTS

Applicants desiring to transfer into Calhoun’s Practical Nursing Program who have taken nursing courses will be considered on an individual basis and will be required to meet requirements of the nursing program. The applicant must

1. Meet the entry and progression requirements of the institution and the nursing program.
2. Provide evidence that all required general education and nursing courses maintain a grade of C or better taken at another institution and possess a minimum of a 2.0 cumulative GPA at the time of transfer.
   a. Alabama Community College System Standardized Nursing Curriculum courses will be transferred without review of the course syllabus.
   b. Nursing courses from any other institution are accepted only after review by the accepting institution to ensure content consistency.
3. Must be a student in good standing and eligible to return to the previous nursing program.
4. Provide a letter of recommendation from the Dean/Director of the previous program.
5. Complete at least 25% of the total program at the accepting institution.
6. Acceptance of transfer students into nursing programs is limited by the number of faculty and clinical facilities available. Meeting minimal requirements does not guarantee acceptance.
7. Validation of skills and knowledge may be required to determine program placement.

AUDIT

Students auditing a Practical Nursing course will not be allowed to attend any clinical labs nor to take or review any course exams. They will not be required to have the mandatory Student Health Examination nor the PPD skin testing and hepatitis vaccinations. They will not be required to complete a cardiopulmonary resuscitation course or pay liability insurance.

The grading scale for practical nursing courses (LPN prefixes) is as follows (Note: 75% or above is passing):

6. Acceptance of transfer students into nursing programs is limited by the number of faculty and clinical facilities available. Meeting minimal requirements does not guarantee acceptance.

GRADING STANDARD

PRACTICAL NURSING PROGRAM ESTIMATED COSTS

Tuition: See College Catalog under Financial Information

- Malpractice Insurance (per year)............................... $10.00
- Total Testing .......................................................... $85.00 per semester
- Graduation Fees ........................................................ 20.00
- NCLEX Fee .............................................................. 200.00
- Licensure Fee ............................................................ 85.00
- Temporary License (optional) ................................. 50.00
- Textbooks (approximate) ......................................... $540.00
- Nurse Pats ............................................................... 75.00
- Uniforms (approximate) ............................................ 124.00
- Health Exams, PPD, Immunizations ...................... Cost Varies
- CPR Course ............................................................. $35.00
- Drug Testing/Background Check ............................ $71.00 per year
- Graduation Pictures ................................................ $25.00

GRADUATION

To graduate, a student must successfully complete the prescribed program of study with a 2.0 overall Grade Point Average (GPA).

CAREER MOBILITY

Graduates of the Practical Nursing program who pass the NCLEX-PN examination and want to continue nursing education are referred to in the section on Career Mobility, Associate Degree Nursing program.

LICENSURE

Upon satisfactory completion of the requirements of the Nursing program, the graduate will be eligible to apply to take the National Council Licensure Examination and apply to a state Board of Nursing for licensure as a practical nurse. Legal requirements for licensure may be found in the Alabama Board of Nursing Administrative Code 1982 (Reprinted 1992).

Grounds for denial of an RN or LPN license by examination include but are not limited to

1. conviction of a felony.
2. conviction of a misdemeanor involving moral turpitude or gross immorality.
3. conviction of a state or federal law related to controlled substances (may be either a misdemeanor or a felony).
4. failure to show good moral character as pertaining to nursing.
5. abuse of, or addiction to, alcohol or other drugs.
6. being mentally incompetent.
7. unprofessional conduct.
8. false representation of facts on application for licensure.

(Code of Alabama, 1975, Section 34-21-25; Alabama Board of Nursing Administrative Code 610-X-8-.01 and 610 -X-8-.05)
Programs of Study

Upon application for licensure, the individual will be required to answer the following questions found on the application:

Have you ever been arrested or convicted of a criminal offense other than a minor moving traffic violation? YES___ NO____

Have you within the last 5 years abused drugs/alcohol or been treated for dependency to alcohol or illegal chemical substances? YES___ NO____

Have you ever been arrested or convicted for driving under the influence of drugs/alcohol? YES___ NO____

Have you within the last 5 years received inpatient or outpatient treatment or been recommended to seek treatment for mental illness? YES___ NO____

Have you ever had disciplinary action or is action pending against you by any state board of nursing? YES___ NO____

Have you ever been placed on a state AND/OR federal abuse registry? YES___ NO____

Have you ever been court-martialed/disciplined OR administratively discharged by the military? YES___ NO____

Any applicant who answers “YES” to the questions regarding criminal conviction, alcohol/drug abuse/treatment or mental illness must provide the Alabama Board of Nursing with a full explanation and the appropriate court/treatment records must accompany the application for examination and licensure. If the documents are not received along with the application, the applicant can expect to be delayed in taking the examination. By a full explanation, the Board expects more than a statement naming the crime for which the applicant was convicted. The explanation should contain a full recitation of who and why the crime occurred and the applicant’s history since the crime. If the applicant has indicated a history of mental illness or chemical dependency, a full explanation including treatment records, urine screens, doctor’s statements, etc., must be received with the application.

Applicants also should be aware that they must disclose arrests that did not result in convictions and attach those court records. Misdemeanors also must be disclosed. These include checks written on accounts with insufficient funds and DUI. Minor traffic violations are excluded. If the Board of Nursing later learns of arrests or convictions not originally disclosed, such will be considered to be fraud and deceit in procuring a license and disciplinary action will be forthcoming.

The Alabama Board of Nursing will determine whether or not the applicant may write the examination for licensure and be licensed as a practical nurse. Any questions regarding this matter should be directed to the Chairperson of the Nursing Department.

Be advised that a criminal and/or drug history could result in denial of permission to take the NCLEX-PN in other states.

Drug Testing/Background Check

As stipulated by the health agencies with which the Department of Nursing contracts for clinical experience, each student accepted in any nursing program at Calhoun Community College will undergo drug and alcohol testing and background check as a precondition to beginning a clinical rotation. The fee for testing is the responsibility of the student. Written guidelines for the screening process will be provided to the student upon their acceptance into the program.

SECURITY

Certificate

Program Code: CT.SECURITY CIP Code: 43.0107

The Certificate in Security prepares students to enter many of the varied fields of private security, or may be used to improve the competencies of professionals already employed in the field.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
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<tbody>
<tr>
<td>ORI 101</td>
<td>Orientation to College</td>
<td>1</td>
</tr>
<tr>
<td>COM 100</td>
<td>Introductory Technical English I OR</td>
<td>1</td>
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<tr>
<td>ENG 101</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>CIS 146</td>
<td>Microcomputer Applications</td>
<td>3</td>
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<tr>
<td>CRJ 160</td>
<td>Introduction to Security</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 166</td>
<td>Private and Retail Security</td>
<td>3</td>
</tr>
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<td>CRJ 168</td>
<td>International Security</td>
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<td>CRJ 169</td>
<td>Security Management</td>
<td>3</td>
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<tr>
<td>CRJ 170</td>
<td>Introduction to Physical Security</td>
<td>3</td>
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<tr>
<td>CRJ 177</td>
<td>Security Risk Management</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 290</td>
<td>Special Topics</td>
<td>2</td>
</tr>
</tbody>
</table>

TOTAL CREDITS.................................................27

SURGICAL TECHNOLOGY

Certificate

Program Code: CT.SURGICAL CIP Code: 51.0909

This program is designed to prepare graduates for employment and careers in this rapidly growing technical field. The Surgical Technology program is directed towards men and women who have the capability and interest to become surgical technologists. The program provides the student with knowledge and skills to function as an integral part of a team providing surgical care to patients in a variety of settings. Under medical supervision, the surgical technologist will assist with safe and effective delivery of invasive surgical procedures.

Completion of this program requires three semesters of classroom/laboratory instruction and clinical experience for a total of 1050 contact hours.

Upon successful completion of the Surgical Technology program, the student will demonstrate the following objectives:

1. Comprehension, application and evaluation of clinical information relevant to his or her role as a surgical technologist (Cognitive Domain).
2. Technical proficiency in all skills necessary to fulfill the role as a surgical technologist (Psychomotor Domain).
3. Personal behaviors consistent with professional and employer expectations for the surgical technologist (Affective Domain).

NOTE: The Surgical Technology curriculum, admission requirements, and selection process are currently under revision by the Department of Postsecondary Education. Please contact the Surgical Technology department for the most current information.

SURGICAL TECHNOLOGY
CERTIFICATE = 29 SEMESTER HOURS
PROGRAM OUTLINE

SEMESTER 1
SUR 100 Principles of Surgical Technology .........................5 credits
SUR 102 Applied Surgical Techniques .................................4 credits
SUR 107 Surgical Anatomy and Pathophysiology ...............3 credits
HPS 114 Basic Pharmacology .............................................2 credits
14 credits

SEMESTER 2
SUR 103 Surgical Procedures .............................................5 credits
SUR 104 Surgical Practicum I ..............................................4 credits
9 credits

SEMESTER 3
SUR 105 Surgical Practicum II ............................................5 credits
SUR 106 Special Topics in Surgical Technology .................1 credits
6 credits

TOTAL CREDITS .................................................................29 credits

Admissions Requirements

Acceptance into Calhoun Community College is granted to most applicants, but this does NOT constitute nor guarantee admission to the SUR program. Students interested in admission to the SUR program should complete an application through the Allied Health Department office in the Health Sciences Center, Room 308 or through Grant Wilson, Program Director, in the Health Sciences Center, Room 352.

The minimum requirements for admission into the SUR program include:

- Submit a completed application form to the Admission & Registrar's Office at Calhoun Community College and be accepted for enrollment by the College.
- Attend an information session.
- Submit a completed Surgical Technology Application Form to the Department of Allied Health (Forms are made available at information sessions).
- Possess a high school diploma or equivalent.
- Completion of concurrent enrollment in, or eligibility to enroll (ACT English score of 20 or better, SAT verbal score of 480 or better, or appropriate entrance exam score) in ENG 101.
- A cumulative GPA of 2.5 or higher on any college coursework completed.
- Completed Medical Terminology (EMS 106 OR HPS 105) with a grade of C or better.
- Complete Math 100, 112, OR 116 with a grade of “C” or better.

Selection Process

Meeting minimum requirements above does NOT guarantee admission into the SUR program. Students meeting the minimum requirements will be presented to the SUR Admission Committee with a score of “10”. Additional points are added to the application by the committee when students have:

- Completed EMS 106 OR HPS 105 with a grade of
  - “A” = 4 points added
  - “B” = 3 points added
  - “C” = 2 points added

- Work experience in a patient care setting - up to 4 points added

- Completed a handwritten statement (on the application) and an interview with the Program Director
  - Statement = up to 4 points added
  - Interview = up to 4 points added

- One year or more of work experience in surgery - 1 point added

Admission is granted to a maximum of 24 students with the highest application scores. In situations where two or more students have tie scores for the final position, the date the application was submitted will determine the student awarded the seat.

Upon enrollment in the program

1. Submit to the Allied Health Department a satisfactory Student Health Form completed by a licensed physician or nurse practitioner (form will be furnished when student is accepted for admission). Health form is due by first day of class. Form is valid for one year. Evidence of good health is required for placement in the program.

2. Provide evidence of vaccination for Hepatitis B and/or positive antibodies or sign a waiver.

3. Provide documentation of two-step Mantoux skin test (PPD), or chest x-ray, if positive, indicating he/she is free of tuberculosis.

4. Provide documentation of immunity for Rubeola (Measles), Mumps, Rubella (German Measles) through one of the following:
   a. History of having had the disease
   b. Titer that shows immunity
   c. Immunization record

5. Provide evidence of current certification in BCLS/Healthcare Provider cardiopulmonary resuscitation (CPR) prior to clinical experience. Students are responsible for obtaining and maintaining current CPR Certification while enrolled in the program.

6. Purchase professional liability insurance through the College by the first day of class (forms available in the Allied Health Department).

7. Meet requirements for criminal background check and drug
Programs of Study

screen per Allied Health Department and/or clinical affiliate policies.

PROGRESSION IN THE PROGRAM

Students must fulfill all course requirements as stated in each SUR syllabus

Achieve a minimum grade of “C” (75%) in each SUR course.

Successfully complete all lab, practical, and clinical components of each SUR course.

Successfully complete NBSTSA - Certified Surgical Technologist Practice Exam with a score of 65% or better.

Meet Surgical Technology program Essential Competencies of Candidates for Admission, Continuation & Graduation.

Complete the Certified Surgical Technologist Exam.

Specific questions concerning the program can be answered by calling the Surgical Technology program (Monday-Thursday at 256/306-2786/306-2950).

SURGICAL TECHNOLOGY PROGRAM ESTIMATED COSTS

Tuition: See college catalog section covering financial information.

Malpractice Insurance (per year) ...............................................................$21.75
Drug Screen/Background Check ..............................................................$71.50
Graduation Fee ......................................................................................$35.00
Certification Exam ................................................................................$265.00
Textbooks ..............................................................................................$400.00
Health Exams, PPD, Immunizations ......................................................Cost Varies
CPR Course .............................................................................................Cost Varies
Uniforms ..................................................................................................$90.00
NBSTSA Practice Exam .......................................................................$40.00

READMISSION POLICY

A student may be readmitted to a SUR course ONE TIME following a failure of or withdrawal from an SUR course. Students who are currently returning following a failure are considered to be using their second and final opportunity to complete the Surgical Technology program.

Following withdrawal:

If a student withdraws from a SUR course or is temporarily ineligible to progress (see progression requirements), readmission to the SUR program requires
1. written notification at least three months in advance to the SUR Program Director that the student desires to reenter the SUR program.
2. a minimum cumulative grade point average of 2.5.
3. no longer than twelve (12) months may elapse between completion of a SUR course and enrollment in the subsequent course for successful completion of a series of advanced courses.

All students who withdraw from or are temporarily ineligible to progress through a program of study in the Allied Health Department will be readmitted under the College Catalog in effect the year of readmission.