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South Texas College is conveniently located near your home with three campuses in McAllen, one in Weslaco and one in Rio Grande City. There are also two higher education centers with expanded course offerings, one in La Joya, and another in Pharr. This means you do not have to travel far for a quality education at an affordable price. The College is proud of its numerous accomplishments throughout the years and honored to have conferred more than 47,000 degrees and certificates since its inception.

If you find that your current lifestyle keeps you from attending classes on campus, South Texas College Online allows you to take courses anytime, anywhere, from the comfort of your home or office, or even at the beach. You can select from more than 500 courses in a wide variety of subjects that may apply to earning one of 26 certificates and associate degrees, in addition to 4 bachelor’s degrees, all available online. South Texas College Online offers all of the same services as our traditional campuses including advising, career placement, counseling, library services and so much more.

As you browse through the catalog, you will find that South Texas College offers 121 degree and certificate program options for your consideration in a variety of allied health, business, liberal arts, math, nursing, science, social sciences and technology pathways that lead to high-wage, and rewarding careers. Dedicated students can earn certificates in as little as one year or an associate degree in less than two years, gaining skills that lead to direct entry into the job market.

South Texas College is also very proud to be one of four community colleges in the state of Texas accredited to offer Bachelor of Applied Technology degrees. Students can pursue a degree in Technology Management, Computer and Information Technologies, Medical and Health Services Management, as well as a Bachelor of Applied Science in Organizational Leadership.

For those life-long learners who wish to simply refresh their current skills or acquire new skills, enrollment in one of the College’s many continuing and professional education classes is also available. In addition, South Texas College offers workforce training and first-class customized training in response to the needs of businesses and industries in our area.

A wide array of services are offered at the College to ensure your success. These services include advisement, counseling, disability assistance, dual credit, financial aid, tutoring in most every subject, as well as student life activities, just to name a few.

South Texas College is the best choice for your higher education and career preparation. More information about the College is within your fingertips at www.southtexascollege.edu. I look forward to seeing you among the thousands of students who walk through our doors every semester.

Best regards,

Shirley A. Reed, M.B.A., Ed.D.
President
AFFILIATIONS

National/Regional

- Accreditation Commission for Education in Nursing (ACEN)
- Accreditation Council for Occupational Therapy Education (ACOTE)
- Achieving the Dream
- Alliance for Community College Innovation
- Alpha Delta Sociology Honors Society for 2 Year Colleges
- American Alliance for Theatre & Education (AATE)
- American Association for Health, Physical Education, Recreation and Dance
- American Association for Respiratory Care (AARC)
- American Association of Collegiate Registrars and Admissions Officers (AACRAO)
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- American Society of Administrative Professionals (ASAP)
- American Society of Health-System Pharmacists (ASHP)
- American Society of Mechanical Engineers (ASME)
- American Society of Radiologic Technologists (ASRT)
- American Welding Society (AWS)
- Association for Early Learning Leaders
- Association for Healthcare Documentation Integrity (AHDI)
- Association for Institutional Research (AIR)
- Association of Collegiate Business Schools and Programs (ACBSP)
- Association of Healthcare Documentation Integrity (AHDI)
- Association of International Educators
- Association on Higher Education and Disability (AHEAD)
- Center for Internet Security (CIS)
- Central States Communication Association (CSCA)
- College Art Association (CAA)
- College Reading and Learning Association (CRLA)
- Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM)
- Commission on Accreditation for Respiratory Care (CoARC)
- Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP)
- Community College Baccalaureate Association (CCBA)
- Community College Business Officers (CCBO)
- Community College Survey of Student Engagement (CCSSE)
- Competency Based Education Network (C-BEN)
- Delta Sigma Psi Criminal Justice Honor Society
- Disaster Recovery Institute (DRI)
- EDUCAUSE
- Electric Power Supply Association (EPSA)
- Government Finance Officers Association (GFOA)
- Haas Technical Education Centers (HTEC)
- Hispanic Association of Colleges and Universities (HACU)
- InfoComm International
- Instructional Technology Council (ITC)
- International Association of Administrative Professionals (IAAP)
- International Association of Campus Law Enforcement Administrators (IACLEA)
- International Association of Electrical Inspectors (IAEI)
- International Association of GM-ASEP Schools
- International Literacy Association (ILA)
- International Nursing Association for Clinical Simulation and Learning (INACSL)
- League for Innovation of the Community College (League)
- Legal Secretaries International Inc.
- Multi-State Information Sharing & Analysis Center (MS-ISAC)
- National Accreditation Commission for Early Care and Education Programs (NAC)
- National Association for Developmental Education (NADE)
- National Association for the Education of Young Children (NAEYC) Early Childhood Association Degree Accreditation
- National Association of College and University Business Officers
- National Association of College Auxiliary Services (NACAS)
- National Association of Colleges and Employers (NACE)
- National Association of Community College Teacher Education Programs (NACCTEP)
- National Association of Education Office Professionals (NAEOP)
- National Association of Student Financial Aid Administrators (NASFAA)
- National Automotive Technicians Education Foundation (NATEF)
- National Board for Respiratory Care (NBRC)
- National Calibration Standards Laboratory International (NCSLI)
- National Center for Competency Testing (NCCT)
- National Center for Construction Education and Research (NCCER)
- National Center for Welding Education and Training (Weld-ed)
- National Coalition of Advanced Technology Centers (NCATC)
- National Communication Association (NCA)
- National Community College Hispanic Council (NCCHC)
• National Conference of Standards Laboratories International (NCSLI)
• National Council for Staff and Organizational Development
• National Electrical Contractors Association (NECA)
• National Institute for Metalworking Skills, Inc. (NIMS)
• National Institute for Staff and Organizational Development (NISOD)
• National League for Nursing (NLN)
• National Library of Medicine (NLM)
• National Pharmacy Technician Association (NPTA)
• North American Council for Staff, Program and Organizational Development (NCPSOD)
• Organization for Associate Degree Nursing (OADN)
• Research and Education Networking Information Sharing and Analysis Center (REN-ISAC)
• Society for College and University Planning (SCUP)
• Society for Human Resource Management (SHRM)
• Southern Association of College and University Business Officers
• Southern Association of Collegiate Registrars and Admissions Officers (SACRAO)
• Southern States Communication Association (SSCA)
• Survey of Entering Student Engagement (SENSE)
• The Association for Legal Professionals (NALS)
• The Association of Executive and Administrative Professionals (AEAP)
• The Consortium of College and University Media Centers (CCUMC)
• The Instructional Technology Council (ITC)
• The National Communication Association (NCA)
• The National Executive Assistant Association (TCEA)
• United States Distance Learning Association (USDLA)
• Voluntary Framework of Accountability (VFA)

State
• Association of Texas Colleges and Universities
• Executive Council of Physical Therapy and Occupational Therapy Examiners (ECPTOTE)
• Junior/College Student Personnel Association of Texas (J/CCSPAT)
• Legal Secretaries of Texas, Inc.
• Pharmacy Technician Educators Council (PTEC)
• South Texas Association of Registrars and Admissions Officers
• STARLINK
• Texas Affordable Baccalaureate (TAB-LAB)
• Texas Association for College Admission Counseling (TACAC)
• Texas Association for Healthcare Documentation Integrity (TXAHDI)
• Texas Association of Chicanos in Higher Education (TACHE)
• Texas Association of College Technical Educators (TACTE)
• Texas Association of Collegiate Registrars and Admissions Officers
• Texas Association of Community College Business Officers (TACCCBO)
• Texas Association of Community College Trustees and Administrators (TACCTAA)
• Texas Association of Community Colleges (TACCC)
• Texas Association of Deans and Directors of Professional Nursing Programs (TADDPPN)
• Texas Association of Institutional Research (TAIR)
• Texas Association of School Boards (TASB)
• Texas Association of Schools of Art (TASA)
• Texas Association of Student Financial Aid Administrators (TASFAA)
• Texas Board of Nursing (BON)
• Texas Community College Instructional Administrators (TCCIA)
• Texas Community College Teachers Association (TCTTA)
• Texas Complete
• Texas Council of Academic Libraries (TCAL)
• Texas Counseling Association (TCA)
• Texas Department of State Health Services Bureau of Radiation Control
• Texas Department of State Health Services for Emergency Medical Technology
• Texas Department of State Health Services Medical Radiologic Technologist
• Texas Developmental Education State Policy Leadership Team
• Texas Distance Learning Association (TxDLA)
• Texas Health Information Management Association (TXHIMA)
• Texas Library Association (TLA)
• Texas Organization of Associate Degree Nursing (T-OADN)
• Texas Pathways Project
• Texas Society for Respiratory Care (TSRC)
• Texas Society of Health-System Pharmacists (TSHP)
• Texas Society of Medical Assistants
• Texas Speech Communication Association (TSCA)
• Texas Student Success Task Force
• Texas Team Coalition of Nursing
• Texas Vocational Nurse Educators
• The Virtual College of Texas (VCT)

Local
• Asociación Regional de Maquiladoras de Reynosa, S.A.
• Lower RGV P-16 Council
• McAllen Chamber of Commerce
• Mission Chamber of Commerce
• Rio Grande Valley Collective Impact - Rio Grande Valley Focus
• Rio Grande Valley Council of Teachers of Mathematics
• Rio Grande Valley Health Information Management Association (RGHIMA)
• Rio Grande Valley Partnership
• Rio Grande Valley Pathways Project
• South Texas Engineering Alliance
• South Texas Manufacturers’ Association
• South Texas Literacy Coalition (STLC)
• South Texas Mathematics Consortium
• Tech Prep of the Rio Grande Valley
• The Upper Valley Art League
• Upper RGV P-16 Council
• Weslaco Area Chamber of Commerce
CREATION AND ACCREDITATION

South Texas College was created on September 1, 1993, by Texas Senate Bill 251 to serve Hidalgo and Starr counties. It was the only community college in Texas to have been established by the Texas Legislature. A confirmation election, held on August 12, 1995, established a taxing district for the college. Seven districts, based on population, were also approved for single-member representation on the Board of Trustees. A community leader from each of the seven districts was originally appointed by Governor Ann Richards to serve on the founding Board of Trustees. Since then, an election process has been established, and all board members are elected for six year terms.

In December of 2004, South Texas College was awarded membership from the Southern Association of Colleges and Schools, Commission on Colleges as a Level II-Baccalaureate Degree granting institution to offer the Bachelor of Applied Technology Degree. Today, the college offers three Bachelor of Applied Technology degrees, one in Computer and Information Technologies, another in Medical and Health Services Management and a third in Technology Management. A Bachelor of Applied Science in Organizational Leadership is now also offered.

Since its inception, South Texas College has grown from 1,000 students to an enrollment of 33,995 in Fall 2016 and has conferred more than 47,000 degrees and certificates.

Accreditation

South Texas College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the Baccalaureate and Associate degrees. Contact the Commission on Colleges at 1866 Southern Lane Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of South Texas College.

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

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

2. **Technology Campus**
   3700 W. Military Hwy.
   McAllen, TX 78503
   956-872-6100

3. **Nursing and Allied Health Campus**
   1101 E. Vermont
   McAllen, TX 78503
   956-872-3100

4. **Starr County Campus**
   142 FM 3167
   Rio Grande City, TX 78582
   956-488-8181

5. **Mid-Valley Campus**
   400 N. Border
   Weslaco, TX 78596
   956-447-6600

6. **South Texas College Online**
   956-872-2598
   7. www.southtexascollege.edu/online/
Dr. Alejo Salinas, Jr. - Chair
Clinical Lecturer, University of Texas-Rio Grande Valley
Retired Superintendent, Superintendent Emeritus, Hidalgo ISD

District 5
Representing Northwest Hidalgo County, Edinburg, North San Juan, and Northeast Pharr
First Elected May 1996; current term through May 2020
Board Committee Service: Member of Finance, Audit, and Human Resources Committee, Education and Workforce Development Committee, and Facilities Committee
Previously served as Vice Chair of the Board

Graciela Farias - Vice-Chair
Self-employed as an Educational Consultant
Retired from McAllen ISD

District 2
Representing La Joya, West Mission, Palmview, Sullivan City, Penitas, and West Alton
First Elected May 2012; current term through May 2018
Board Committee Service: Chair of Education and Workforce Development Committee and Member of Facilities Committee
Previously served as Board Secretary

Jesse Villarreal - Secretary
Parent Involvement Specialist, Weslaco ISD

District 6
Representing Donna, South Alamo, South San Juan, Southeast Pharr, South Weslaco, and Progreso
First Elected May 2000, current term through May 2018
Board Committee Service: Chair of Education and Workforce Development Committee and Member of Facilities Committee
Previously served as Board Vice Chair and Secretary

Rose Benavidez - Member
President of Starr County Industrial Foundation

District 1
Representing Starr County
First Elected November 2009; current term through May 2018
Board Committee Service: Member of Finance, Audit, and Human Resources Committee and Facilities Committee
Previously served as Board Chair and Vice Chair
Paul R. Rodriguez - Member
CEO of Valley Land Title Co.
District 3
Representing South McAllen, Southwest Pharr, Hidalgo, Sharyland, Southeast Mission, and Granjeno
First Appointed August 2012; current term through May 2022
Board Committee Service: Chair of Finance, Audit, and Human Resources Committee and Member of Facilities Committee
Previously served as Board Secretary

Gary Gurwitz - Member
Managing Partner, Atlas, Hall & Rodriguez, L.L.P., McAllen
District 4
Representing North McAllen, Northwest Pharr, Palmhurst, Southwest Edinburg, East Alton, and Northeast Mission
First Appointed 1993; current term through May 2022
Board Committee Service: Chair of Facilities Committee and Member of Education and Workforce Development Committee
Previously served as Board Chair and Vice Chair

Roy de León - Member
Branch Retail Executive, BBVA Compass, Mercedes
District 7
Representing Northeast Hidalgo County, North Weslaco, Edcouch, Elsa, La Villa, Mercedes, Monte Alto, Northeast Alamo, Northeast Edinburg, and Hargill
First Appointed July 1997; current term through May 2020
Board Committee Service: Member of Finance, Audit, and Human Resources Committee and Facilities Committee
Previously served as Board Chair, Vice Chair, and Secretary
ACADEMIC CALENDAR

Fall 2017
(August 28, 2017 - December 17, 2017)

August 16 New Faculty Start Date - Benefits & Orientation - Human Resources Dept.
August 17 New Faculty Orientation
August 18 New Faculty Service Area Tour
August 21 Faculty Return - Academic Affairs Convocation / Division Meetings
August 22 Faculty Preparation Day / Departmental Meetings
August 23 Faculty Preparation Day / FOCUS Academy Kick-Off
August 24 Faculty Preparation Day / Distance Learning Symposium / Full-time Faculty Teaching Dual Enrollment Courses PD Day
August 25 Faculty Preparation Day / Departmental Meetings
August 26 Adjunct & Dual Enrollment Faculty Conference
August 28 Classes Begin
September 4 College Closed - Labor Day
September 13 Census Day - Twelfth Class Day
September 22 College Closed - College-Wide Organizational Development Day
November 17 Last Day to Withdraw
November 23-26 College Closed - Thanksgiving Holiday
December 11-17 Finals
December 16 Graduation
December 17 End of Term
December 18 Grades Due Date
December 18-January 2 Winter Break (College Closed)

Spring 2018
(January 16, 2018 - May 10, 2018)

January 3 College Opens - Staff Returns
January 8 Faculty Return - Division / Department Meetings
January 9 Faculty Preparation Day / New Faculty Benefits & Orientation - Human Resources Dept.
January 10-12 Faculty Preparation Day / Departmental Meetings
January 13 Adjunct / Dual Enrollment Faculty Professional Development Day
January 15 College Closed - Martin Luther King, Jr. Day
January 16 Classes Begin
January 31 Census Day - Twelfth Class Day
February 9 College Closed - College-Wide Organizational Development Day
March 12-18 College Closed - Spring Break
March 29-April 1 College Closed - Semester Break
April 16 Last Day to Withdraw
May 4-10 Finals
May 10 End of Term

Summer Session I
(June 4, 2018 - July 6, 2018)

May 28 College Closed - Memorial Day
May 29-June 3 Final Registration Dates for Summer I, III
June 4 Classes Begin
June 7 Census Day - Fourth Class Day
June 28 Last Day to Withdraw
July 4 College Closed - Independence Day
July 5 End of Classes
July 6 Finals / End of Term
July 9 Grades Due Date

Summer Session II
(July 10, 2018 - August 9, 2018)

July 9 Final Registration Dates for Summer II
July 10 Classes Begin
July 13 Census Day - Fourth Class Day
August 2 Last Day to Withdraw
August 8 End of Classes
August 9 Finals / End of Term
August 13 Grades Due Date

Summer Session III
(June 4, 2018 - August 9, 2018)

May 28 College Closed - Memorial Day
May 29-June 3 Final Registration Dates for Summer I, III
June 4 Classes Begin
June 12 Census Day - Seventh Class Day
July 4 College Closed - Independence Day
July 9 No Classes
July 25 Last Day to Withdraw
August 8 End of Classes
August 9 Finals / End of Term
August 13 Grades Due Date
LEGAL DISCLOSURES

Equal Education and Equal Employment Opportunity

Equal Education Institution and Equal Employment Opportunity

South Texas College is an equal education and equal employment opportunity/affirmative action employer. As an equal education institution and equal opportunity employer, the College does not discriminate on the basis of race, color, national origin, religion, age, sex, sexual orientation, gender, gender identity, disability, genetic information, or veteran status. Discrimination is prohibited and the College will comply with all applicable College policies, and state and federal legislation. This policy extends to individuals seeking employment with and admission to the College.

https://admin.southtexascollege.edu/president/policies/pdf/4000/4205.pdf

Rights of individuals with Disabilities

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

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

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

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

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

https://admin.southtexascollege.edu/president/policies/pdf/4000/4205.pdf

Drugs, Alcohol and Other Substances

In compliance with the Drug-Free Schools and Communities Act Amendment of 1989 (Public Law 101-226) and Texas House Resolution 2253 and Senate Resolution 645 (passed in 1987), South Texas College forbids the unlawful manufacture, possession, sale, use or distribution of illegal drugs and alcoholic beverages at on-and off-campus college-sponsored events. South Texas College

Policy 4213 Drug Free Workplace and Campus states that no illegal drugs (including unlawful possession of alcohol) will be allowed on campus (inside buildings and on campus property), and those students who are found guilty of such violation(s) may be subject to discipline up to and including expulsion from the college. Students in violation of the Texas Penal Code may also be arrested and prosecuted.

Please refer to Policy 4213, Drug Free Workplace and Campus. Students seeking assistance or educational materials about alcohol, drugs, or other substances should contact the Office of Counseling and Disability Services.

Smoke/Tobacco Free Environment

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

Prohibition of Weapons

Note: Effective August 1, 2017 Texas Senate Bill 11 “Campus Carry” permits license holders to carry concealed handguns on campus, except in restricted areas designated by the college and as prohibited by Federal and State law. Please refer to the South Texas College Policy Manual for an updated policy on Concealed Carry and Weapons on Campus.

Per Board policy 6325 Prohibition of Weapons which is effective until July 31, 2017:

Texas Penal Code §46.03(a) states, “A person commits an offense if the person intentionally, knowingly, or recklessly possesses or goes with a firearm, illegal knife, club, or prohibited weapon listed in Section 46.05(a); (1) on the physical premises of a school or educational institution, any grounds or building on which an activity sponsored by a school or educational institution is being conducted, or a passenger transportation vehicle of a school or educational institution, whether the school or educational institution is public or private, unless pursuant to written regulations or written authorization of the institution”.

Texas Penal Code §46.03 (f) states, “It is not a defense to prosecution under this section that the actor possessed a handgun and was licensed to carry a concealed handgun under Subchapter H, Chapter 411, Government Code.”

Pursuant to Texas Penal Code §46.03(a), South Texas College permits the following two exceptions to the prohibitions of Texas Penal Code §46.03:

Firearms which are:

• in the lawful possession of faculty, staff, and students participating in law enforcement training programs at shooting practice facilities that are not located on college property;
• being used for educational or training purposes as part of a credit or continuing education law enforcement program or course of study offered by the College; and
• of the caliber commonly used in the educational or training activity.

Batons and Tasers that are:
• in the lawful possession of faculty, staff, and students participating in law enforcement training programs; and
• being used for educational or training purposes as part of a credit or continuing education law enforcement program or course of study offered by the College.

Faculty, staff, and students participating in law enforcement training programs must obtain, and carry in their possession, advance written authorization from the Director of Security and the College President.

South Texas College prohibits a person from intentionally, knowingly, or recklessly possessing a firearm, illegal knife, club, firearm ammunition, or prohibited weapon listed in Section 46.05(a) of the Texas Penal Code, on the premises (as defined by law) or physical grounds of any campus or other property owned, leased, or controlled by the College, unless otherwise permitted by law.

The Director of Security is hereby authorized and directed to post appropriate notices on all College premises to notify all persons of this policy. The President of South Texas College is authorized to adopt guidelines reasonably necessary for the implementation of this policy.

Sexual Harassment

As per policy 4216, Sexual Harassment section, South Texas College assumes an affirmative posture to prevent and eliminate sexual misconduct, including sexual harassment in any division, department, or any unit by any individual. South Texas College provides an educational and working environment for its students, faculty, staff, guests and visitors that is free from sex discrimination and sexual harassment. It is the policy of the College that any practice or behavior that constitutes sexual harassment will not be tolerated. This policy has been developed to reaffirm this principle and to provide recourse for those individuals whose rights have been violated.

Sexual Harassment is unwelcome verbal or physical conduct that is,

• sufficiently severe, persistent or pervasive that it, unreasonably interferes with, denies or limits someone's ability to participate in or benefit from the College's educational program and/or activities, and is
• based on power differentials (quid pro quo), the creation of a hostile environment, or retaliation.

Sexual harassment in the workplace and schools is an illegal practice under Section 703 of Title VII of the 1964 Civil Rights Act, as amended, and Title IX of the Education Amendments of 1972, as amended.

https://admin.southtexascollege.edu/president/policies/pdf/4000/4216.pdf

Sexual Misconduct

Policy 4216: Discrimination, Harassment, Retaliation, and Sexual Misconduct prohibits any form of sexual misconduct. Sexual misconduct includes, but is not limited to, behaviors often described as sexual harassment, sex or gender discrimination, sexual violence, rape, stalking, and relationship violence (including domestic violence and dating violence). It is a violation of policy and the law, including Title IX of the Education Amendments of 1972, to commit these acts or attempt to commit them. Sexual misconduct can occur in any sex or gender configuration regardless of sex and gender identity whether it be an employee or student.

Any employee or student who is found to have engaged in sexual misconduct shall be subject to appropriate disciplinary action, up to and including dismissal or expulsion and may be prosecuted under State law. This policy shall be applied without regard to the gender of the person involved.

https://admin.southtexascollege.edu/president/policies/pdf/4000/4216.pdf

Title IV

As of July 1, 2011, Federal Title IV regulations require all institutions of higher education to disclose completion and cost information about non-degree programs leading to gainful employment in a recognized occupation. Information about Gainful Employment programs is available at http://academicaffairs.southtexascollege.edu/degreeplans/certificates.html.
GENERAL ADMISSIONS

Requirements

Students are admitted to South Texas College through the provisions of STC Board Policy #3200. General admission to the College does not imply admission to all programs of the College. The College complies fully with the state mandated Texas Success Initiative (TSI) Rules as specified in Section 51.306 of the Texas Education Code. Students entering South Texas College must comply with state-mandated Texas Success Initiative Rules (TSI) and the South Texas College Developmental Education Plan regarding testing requirements.

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

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

High School Graduation

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

Examination

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

Individual Approval

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

Transfer from Another College

A student transferring from another accredited college or university is eligible for admission. Transfer students must comply with the Scholastic Progress Standards as outlined by Board Policy 3320.

The following conditions apply regarding transfer from another college:

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

Dual Credit

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

International Student

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

It is the intent of the Texas Higher Education Coordinating Board that Texas public institutions of higher education use the flexibility and responsibility granted under the Texas Success Initiative (TSI) rules to improve individualized programs to ensure the success of students in higher education. Effective with the Fall 2013 semester, all public colleges and universities shall assess the academic skills of each entering undergraduate student prior to enrollment of the student.

Beginning Fall 2013, the Student Assessment Center administers the New TSI Assessment Exam throughout the year. Information on test dates, registration deadlines, and general information is available upon request and/or can be found at http://www.southtexascollege.edu/go/tsi.

Call 1-800-742-7822 for information or contact the Student Assessment Center at the Pecan Campus: 956-872-3484, Mid-Valley Campus: 956-447-6602, or Starr County Campus: 956-488-6976 for more information or visit the web site at http://studentservices.southtexascollege.edu/testing/index.html.

Who Must Take the TSI Assessment Exam?

As of the Fall 2013 semester, all students who plan to enroll at South Texas College (STC) and students in high school enrolling in a college-level course MUST take the TSI Assessment Exam before enrolling in any college-level credit coursework.

Who Does Not Have to Take the TSI Assessment Exam?

- A student who has previously attended any institution and has been determined to have met readiness standards by that institution.
- Students who have achieved a sufficiently high score on ACT, SAT, TAAS/TAKS, STAAR End of Course Exams (EOC), or approved College Preparatory Courses in Mathematics and ELA. ACT, SAT, TAAS/TAKS, and STAAR EOC scores may be no more than five (5) years from the date of testing, completion of STC approved College Preparatory courses must be within two (2) year of high school graduation. See Placement Scale (p. ).
- Students who are enrolled in a certificate program of one-year or less (42 or fewer semester credit hours or the equivalent) unless required for a prerequisite.
- Students who have graduated with an associate's or baccalaureate degree from an accredited institution of higher education.
- Transfer students from an accredited institution of higher education who have earned a "C" or better in a corresponding course (See Developmental Education Plan Procedures Guide).
- A student who on or after August 1, 1990, was honorably discharged, retired, or released from active duty as a member of the armed forces of the United States or the Texas National Guard.

A student who is serving on active duty as a member of the armed forces of the United States and has been serving for at least three years preceding enrollment.

A student who successfully completes a college preparatory course under Texas Education Code §28.014 is exempt for a period of twenty four (24) months from the date of high school graduation with respect to the content area of the course. The student must enroll in the student’s first college level course in the exempted content area in the students first year of enrollment in an institution of higher education. This exemption applies only at the institution of higher education that partners with the school district in which the student is enrolled to provide the course. Additionally, an institution of higher education may enter into a Memorandum of Understanding with a partnering institution of higher education to accept the exemption for the college preparatory course.

When Must a Student Take the TSI Assessment Exam?

All students enrolling in credit programs at STC for the first time in the Fall 2013 and thereafter, must have scores from the New TSI Assessment instrument approved by the Texas Higher Education College Board by the First Class Day.

TSI Pre-Assessment Activity Requirement

THECB Rule 4.55 Assessment and Placement, section (b), requires all institutions offering the TSI assessment to provide students a pre-assessment activity(ies). South Texas College offers an online pre-assessment module that is available for students at www.onlineorientation.net/stc-pa. After completing the online module, students can print their Pre-Assessment completion page to show proof of completing their Pre-Assessment Activity.

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

Registration for the TSI Assessment Exam

To register for the TSI Assessment Exam, a student must fill out an STC Admissions form prior to the test administration. Once an Admissions form has been processed, the student may reserve a test date on-line through Marketplace at https://secure.touchnet.com/C20193_ustores/web/ and choose to test for TSI Assessment Exam. The TSI Assessment Exam is offered by appointment only via Market Place.

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

Texas Success Initiative Test Content

TSI Mathematics and Statistics Test

The TSI Mathematics Test is a multiple-choice assessment with four basic content areas, or "strands". Scores range from 310 to 390. Shown below are brief descriptions of each of the four strands.
Elementary Algebra and Functions
(6 items on the Placement Test; 12 items on diagnostic test)
• Linear equations, inequalities, and systems
• Algebraic expressions and equations (other than linear)
• Word problems and applications

Intermediate Algebra and Functions
(9 items on the placement test; 12 items on diagnostic test)
• Quadratic and other polynomial expressions, equations, and functions
• Expressions, equations, and functions involving powers, roots, and radicals
• Rational and exponential expressions, equations, and functions

Geometry and Measurement
(2 items on placement test; 12 items on diagnostic test)
• Plane geometry
• Transformations and symmetry
• Measurement (linear, area, three-dimensional)
• Modeling and applications

Data Analysis, Statistics and Probability
(3 items on placement test; 12 items on diagnostic test)
• Interpreting categorical and quantitative data
• Statistical measures
• Probabilistic reasoning

TSI Writing Test
The TSI Writing Test is an assessment that contains a multiple-choice section and an essay section. The multiple-choice section has four strands. Score range from 310 to 390. Shown below are brief descriptions of each of the four strands.

Essay Revision
(8 items on placement test; 12 items on diagnostic test)
• All items in this category will be passage-based items.
• Passages are drafts of essays in need of revision and will be approximately 250 words. Items will ask students to revise parts of the essay to improve coherence, organization, word choice, rhetorical effectiveness, and use of evidence.

Agreement
(3 items on placement test; 12 items on diagnostic test)
• All items in this category will be discrete items
• Items will cover topics such as subject-verb agreement, pronoun agreement, and verb tense.

Sentence Structure
(5 items on placement test; 12 items on diagnostic test)
• All items in this category will be discrete items
• Items will also cover topics such as comma splices and run-on sentences, as well as improper punctuation.

Sentence Logic
(4 items on placement test; 12 items on diagnostic test)
• All items in this category will be discrete items.
• Items will test the student’s ability to arrange the parts of sentences in the most logical way, including the use of logical transitions and the correct placement of modifying phrases.

TSI Reading Test
The TSI Reading Test is a multiple-choice assessment with four basic strands. Scores range from 310 to 390. Shown below are brief descriptions of each of the four strands.

Literary Analysis
(4 items on placement test; 12 items on diagnostic test)
• All items in this category will be passage-based items.
• Passages are fiction or literary nonfiction and will be approximately 400 words in length.
• Items will ask students to identify and analyze ideas in and elements of literary texts.

Main Idea and Supporting Details
(5 items on placement test; 12 items on diagnostic test)
• All items in this category will be discrete items with single informational/expository passages of 75-125 words.
• Items will ask students to identify the main idea of a passage or comprehend explicit textual information in the passage.

Inferences in a Text or Texts
(8 items on placement test; 12 items on diagnostic test)
• All items in this category will be discrete items with one or, in some cases, two informational/expository passages of 100-150 words.
• Some items will require students to make an appropriate inference about a single passage.
• Some items will require students to synthesize ideas by making a connection or comparison between two passages.

Author’s Use of Language
(7 items on placement test; 12 items on diagnostic test)
• All items in this category will be discrete items with single informational/expository passages of 75-125 words.
• Some items will ask students to identify an author’s purpose, tone, organization, or rhetorical strategies and use of evidence.
• Some items will ask students to determine the meaning of words in context.

WritePlacer
Students who score a 350 or higher on the TSI Writing multiple-choice test or who score a Level 4 on the ABE Writing multiple choice test will be asked to write a persuasive essay (approximately 300-500 words) that "demonstrates clear focus, the logical development of ideas in well-organized paragraphs, and the use of appropriate language that advances the authors purpose." They will be expected to clearly state a main idea and provide specific examples and details to back up the main
Idea, as well as follow conventions of Standard English. The essay is also untimed, per THECB decision.

**Feedback is provided on the following six dimensions**

- **Purpose and Focus**
  The extent to which the writer presents information in a unified and coherent manner, clearly addressing the issue.

- **Organization and Structure**
  The extent to which the writer orders and connects ideas.

- **Development and Support**
  The extent to which the writer develops and supports ideas.

- **Sentence Variety and Style**
  The extent to which the writer crafts sentences and paragraphs demonstrating control of vocabulary, voice, and structure.

- **Mechanical Conventions**
  The extent to which the writer expresses ideas using standard English.

- **Critical Thinking**
  The extent to which the writer communicates a point of view and demonstrates reasoned relationships among ideas.

**Payment for the TSI Assessment Exam**

The TSI ASSESSMENT Exam fee is $29 for all three sections; or $10 for one section or $20 for two sections plus a $25 Reservation Fee. Registration for this exam is now done on-line through Student Marketplace [https://secure.touchnet.com/C20193_ustores/web/](https://secure.touchnet.com/C20193_ustores/web/)

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

**Mandatory Participation**

Students required to take Developmental courses including College Success must attend scheduled classes.

If they drop or are dropped for non-attendance by their instructors, they are identified by the office of Admissions as non-compliant. The Testing Technician sends these students letters informing them of their non-compliant status. These students must make arrangements with the Student Assessment Center. Students who fail to comply with any of the following policies and procedures may be withdraw from all of their classes and will not earn any college credit hours for the semester.

**Dropping or Withdrawing from Developmental Course Work**

Students under TSI requirements who have been assigned developmental courses due to Initial placement Exam may not drop these courses.

Withdrawal from a developmental course must be associated only with withdrawal from the institution.
Placement Scale

Texas Success Initiative (TSI) Exemption Scores

<table>
<thead>
<tr>
<th>Test</th>
<th>TAAS</th>
<th>TAKS</th>
<th>STAAR EOC</th>
<th>ACT</th>
<th>SAT Administered Before March 5, 2016</th>
<th>SAT Administered On or After March 5, 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Reading 89</td>
<td></td>
<td>Verbal - 500</td>
<td>EBRW - 480</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Writing 1770</td>
<td></td>
<td>Math - 500</td>
<td>Math - 530</td>
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<td></td>
<td></td>
<td></td>
<td>Math 86</td>
<td></td>
<td>Composite - 23</td>
<td>Composite - 1070</td>
</tr>
</tbody>
</table>

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

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

College Preparatory Courses in Math and ELA

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

College Preparatory Course Exemptions are valid for one (1) year from the date of High School graduation.

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

Academic and Developmental Placement Scores

**Reading**

<table>
<thead>
<tr>
<th>TSI</th>
<th>THEA</th>
<th>ACCUPLACER</th>
<th>ASSET</th>
<th>COMPASS</th>
<th>Course Placement</th>
</tr>
</thead>
<tbody>
<tr>
<td>351+ or 349-350</td>
<td>230+</td>
<td>78+</td>
<td>41+</td>
<td>81+</td>
<td>College Reading Standard</td>
</tr>
<tr>
<td>with Holistic Placement Option</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>GOVT 2305</td>
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<td>GOVT 2306</td>
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<td>ARTS 1303/</td>
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<td>ARTS 1304</td>
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<td>HIST 1302</td>
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<td>+Writing Complete</td>
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<td>HIST 2327/</td>
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<td></td>
<td>HIST 2328</td>
</tr>
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<td></td>
<td></td>
<td></td>
<td>+Writing Complete</td>
</tr>
</tbody>
</table>

| 349-350 | 227-229 | 76-77 | N/A | N/A | NCBR 0300 (Non-Course-Based/Semester Length) |
| Writing: E5/36-39 and Reading 34-40 | 227-229 | 76-77 | 38-40 | 78-80 | NCBR 0200 |

| 346-347 and Co-enroll in INRW 0304 (must meet writing requirement for INRW 0304) | 227-229 | 76-77 | 38-40 | 78-80 | NCBR 0200 |

| 342-347 or ABE Level 5 or 6 | 0-189 | 0-49 | 0-33 | 0-67 | READ 0100 |

| 341 and below or ABE Level 1-4 | 0-189 | 0-49 | 0-33 | 0-67 | READ 0100 or ESOL 0051 |
### Writing

<table>
<thead>
<tr>
<th>TSI</th>
<th>THEA</th>
<th>ACCUPLACER</th>
<th>ASSET</th>
<th>COMPASS</th>
<th>Course Placement</th>
</tr>
</thead>
<tbody>
<tr>
<td>340 or E5/MC 339 and below and ABE 4+</td>
<td>220+</td>
<td>E8/60+ E7/60+</td>
<td>E6/60+ E5/80+</td>
<td>E6/40+</td>
<td>College Writing Standard ENGL 1301 + Reading Complete</td>
</tr>
</tbody>
</table>

Writing: E4/MC 339 and below and Reading 348-350 or Completion of ENGL 0100 and READ 0100 with a grade of "C" or better.

E 1-3 or no essay/MC 339 and below

100-179 E3-5/0-65 E3/0-35 E3/0-47 ENGL 0100 or ESOL 0052

*TSI Writing scores updated August 2017.

### Math

<table>
<thead>
<tr>
<th>TSI</th>
<th>THEA</th>
<th>ACCUPLACER</th>
<th>ASSET</th>
<th>COMPASS</th>
<th>Course Placement</th>
</tr>
</thead>
<tbody>
<tr>
<td>350+</td>
<td>230+</td>
<td>EA 63+ or CLM 63+</td>
<td>41+</td>
<td>42+</td>
<td>College Math Standard MATH 1414 MATH 1442 MATH 1332 MATH 1324</td>
</tr>
</tbody>
</table>

342-349 with Holistic Placement Option*

N/A N/A 100+ Students who score 100+ on the CLM ACCUPLACER may be eligible for MATH 2413; however, chair approval is required.

Students who score 100+ on the CLM ACCUPLACER may be eligible for MATH 2413; however, chair approval is required.

MATH 2413

347-349 220 60 39 40 NCBM 0001 (Non-Course-Based/Semester Length)

342-349 or ABE Level 6 200-229 EA 45-62 and AR 65+ N/A N/A MATH 0200

341 and Below or <200 ABE Level 1-5 EA=45 or AR<65 N/A N/A MATH 0100

349 and Below or 190-209 ABE Level 1-6 EA 18-49 and AR 65+ 35-37 36-38 MATH 0442\(^2\) Co-Requisite: EDUC 1300 Frameworks for Mathematical and Collegiate Learning

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1. Students qualify under the Holistic Placement Option if they meet one of the following and co-enroll in NCBR 0300 Non Course Based Developmental Reading III:
   1. Graduated from high school with a GPA of 3.0 - 4.0 or
   2. Graduated in the top 10% of high school graduating class.

2. Students qualify under the Holistic Placement Option if they meet two of the following criteria and co-enroll in MATL 0020 Math Supplementary Lab:
   1. Returning STC students or transfer students, GPA of 2.5 or higher with a minimum of 9 credit hours.
   2. Continuing students, completion of MATH 0100 Developmental Mathematics I with a grade of "C" or better.
   3. First time in College without transfer credits, a grade of "B" or higher in Algebra II from High school transcript.
   4. A recommendation from a current or previous instructor.
   5. Have a declared major.
This course is designed for students who will take a College-Level Statistics or Quantitative Reasoning Course (non-STEM majors). Students choosing this option are only eligible to take MATH 1442 Elementary Statistical Methods as a College-Level Mathematics option.

AR = Arithmetic, EA = Elementary Algebra, and CLM = College-Level Math

Other Testing Services

South Texas College also offers a wide variety of testing services such as ACT, GED and Pearson Vue Exams. For a complete list of testing services or for more information, please visit the Student Assessment Center website at https://studentservices.southtexascollege.edu/testing/index.html, or by phone at (956) 272-3484.
Enrollment Guidelines
Follow the easy steps below to begin taking classes at South Texas College.

Application and Transcripts
1. Complete an Application for Admission online at www.applytexas.org or in person at a campus near you.
2. Provide official high school transcript, or proof of GED completion (test scores or certificate) or all college transcripts.

Orientation
1. Complete the mandatory New Student Orientation on campus or online.
2. New Student Orientations are held before each semester. Visit the Enrollment Center, or log-on to www.southtexascollege.edu for the orientation schedule.

Financial Aid
Free cash, scholarships, work opportunities and emergency loans are available to eligible students. Complete the financial aid application online at www.fafsa.ed.gov or in person at Student Financial Services. STC’s school code is 031034. Prospective students and parents may visit http://www.southtexascollege.edu/about/notices/index.html to view institutional reports and information regarding FERPA, campus safety and student success.

Testing
Contact the Assessment Center to determine whether you need to take the state-mandated TSI ASSESSMENT TEST, or if you are eligible for an exemption or waiver. For additional information including available test dates, log-on to http://studentservices.southtexascollege.edu/testing/index.html.

Advising
Advisors will assist you in managing your degree plan and ensuring that you are aware of campus tools and resources that will assist you in becoming a successful student. Together, you will plan your class schedule.

Registration
Select courses from the current STC course schedule. The course schedule is available online and at campus Enrollment Centers. Register online.

Tuition & Fees
Pay tuition and fees. Enrollment is complete only upon payment of tuition and fees, financial aid award or approved installment plan. Tuition must be paid in full by the due date or you will be dropped from your classes.

Books
Buy your books. You may buy your books at the campus bookstore. The bookstore may have used and rental books which can save you money.

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

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

An Application for Admission must be submitted; test scores and transcripts are not required. Registration to audit a lecture course is available on the 7th class day of the fall and spring semesters and the 3rd class day of each summer session with a space availability contingency. Tuition is charged for auditing a class.

Advanced Technical Credit (ATC)
South Texas College is a participating member of the state’s Advanced Technical Credit (ATC) program. Programs developed cooperatively with the area school districts and through the State enable high school students to enter STC with college credits for technical courses and prepare them to enter the workforce in high demand technical areas.

A high school student who successfully completes an ATC approved articulated course at their high school is eligible to receive credit at STC when the following criteria are met:
1. Completes the high school course(s) with a grade of 80 (B) or better.
2. Meets all STC admission and program entrance requirements.
3. Enrolls in an Associate of Applied Science Degree or related certificate at STC within 15 months after graduating from high school.
4. Successfully completes a minimum of six (6) credit hours at STC with a grade of 70 (C) or better.

Then, the student should contact the office of High School Programs and Services to ensure proper credit.

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

Students must meet the TSI standards for college readiness, or be TSI exempt in order to enroll in academic courses. College credit will be earned upon successful course completion and may be applied towards an Associate’s Degree at STC or may transfer to other colleges and universities.

Students must submit an application and an official high school transcript in order to register for the college course(s). Please contact the Dual2Degree Department at 872-8391 or the Early College High School Department at 872-6442 for further details.

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

**Change of Address**

Students must provide the College with a correct, current permanent and mailing address on the Application for Admission. Students must complete and submit a Change of Information form to the Enrollment Center whenever their address changes.

**Change of Major**

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

**Confidentiality of Records**

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

**Family Educational Rights and Privacy Act**

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

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

**Notice:**

As permitted under section 99.34 (a)(1)(ii) of the Family Educational Rights and Privacy Act of 1974 as amended, and upon request of The University of Texas Rio Grande Valley (UTRGV), STC will forward academic records for students who seek or intend to enroll at UTRGV.

**Directory Information**

STC may release information that includes:

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

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

**Review of Records**

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

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

- Students have the right to challenge the content of their academic records in order to ensure that the records are not inaccurate, misleading or otherwise in violation of the privacy of the student. They have the right to correct or delete any inaccurate or inappropriate data contained therein. Students who wish to exercise this right should submit a written request in the Enrollment Center.
- The Custodian of Records/Registrar may attempt to settle the dispute with the student through informal meetings and discussions held within a reasonable period of time after the request is submitted.
- Formal hearing procedures may be necessary when the informal procedures are not satisfactory to the student or Custodian of Records/Registrar. If a formal hearing is required, the Vice President for Student Affairs and Enrollment Management, or a designee, shall conduct a formal hearing and render a decision within a reasonable period of time following the request. The student and Custodian of Records/Registrar have the opportunity to present evidence relevant to the issue(s). The appeal cannot go beyond the Vice President for Student Affairs and Enrollment Management.

**Resident Status for Students**

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

For purposes of determining residency, STC complies with all applicable state and federal regulations, as well as the Texas Higher Education Code of 1954, provided a reasonable effort is made to notify the student in advance.
Coordinating Board recommendations. The STC district includes all of Hidalgo and Starr counties. STC uses three residency classifications for students: “in-district” (students who live in Hidalgo or Starr counties), “out-of-district” (students who live in all other counties within the state of Texas), and “non-residents” (out-of-state or international students). According to STC policy, international students will always be classified as “non-residents.”

It is the student’s responsibility to provide a copy of one of the documents listed as 1-7 below, and any other supporting documents required. These documents will be used to establish that the student is domiciled in Texas and has maintained a residence in Texas continuously for at least 12 months prior to the census date of the semester in which the student is enrolling. These documents must be in the name of the student or dependent student’s parent(s) and dated to encompass at least 12 months prior to the census date of the semester in which the student is enrolling.

1. Gainful Employment
   a. An employer’s statement of dates of employment in Texas (beginning and current or ending dates) that encompasses at least 12 consecutive months immediately preceding the census date of the term in which the person enrolls; which must be accompanied by at least three documents that support the maintenance of this residence for at least 12 months prior to the census date, as follows:
   
   Supporting Documents:
   • Texas high school transcript
   • Texas college or university transcript
   • Permanent Texas Driver License (at least one-year-old)
   • Texas Voter Registration Card
   • Texas vehicle registration
   • Bank statements or cancelled checks
   • Utility bill (electric, telephone, water or cable for the year preceding enrollment)
   • Federal income tax return for the previous year

2. Lease or Rental Agreement/Contract of real property, other than campus housing, which encompasses at least 12 months prior to the census date. If this document is provided as the sole basis of a domicile, it must be accompanied by at least three documents that support the maintenance of this residence for at least 12 months prior to the census date, as follows:

3. Ownership of Residential Real Property
   Title to residential real property in Texas, tax statement and receipt (tax statement must be re-submitted annually in Texas) to verify 12 consecutive months of ownership immediately preceding the census date of the term in which the person enrolls; which must be accomplished and maintained for at least 12 months prior to the census date and accompanied by at least one of the supporting documents listed above.

4. Ownership of a Business Entity
   a. Documents that evidence the organization in Texas is a partnership or corporation and reflect the ownership interest of the person or dependent’s parent; and accompanied by at least one of the supporting documents listed above.

5. State or Local License
   a. State or local license to conduct business or practice a profession in Texas for the 12 consecutive months immediately preceding the census date; and accompanied by at least one of the supporting documents listed above.

6. Health & Human Services Benefits
   Written statements from the office of one or more social service agencies, attesting to the provision of services for at least 12 consecutive months immediately preceding the census date AND accompanied by at least one of the supporting documents listed above.

7. Assigned to Duty in Texas
   Nonresident members of the U.S. Armed Forces, members of Texas units of the Army or Air National Guard, Army, Air Force, Navy, Marine Corps or Coast Guard Reserves and Commissioned Officers of the Public Health Service who are assigned to duty in Texas, and their spouses, or dependent children, shall pay resident tuition. To qualify, the person shall submit during his/her first semester of enrollment in which he/she will be using the waiver program, a statement from an appropriately authorized officer in the service, certifying that he/she will be assigned to duty in Texas on the census date of the term he/she plans to enroll and that he/she, if a member of the National Guard or Reserves, is not in Texas only to attend training with Texas units. Such persons shall pay resident tuition so long as they reside continuously in Texas or remain continuously enrolled in the same degree or certificate program. For purposes of this subsection, a person is not required to enroll in a summer semester to remain continuously enrolled.

Dependent Student’s Parent Who Has Established and Maintained Domicile in Texas

a. Federal income tax return And
b. Documentation from options 1 thru 6 above, to support that the parent(s) has established and maintained domicile for the 12 consecutive months preceding the census date of the term in which the person is enrolled.

Marriage to a Person Who Has Established and Maintained Domicile in Texas

a. Marriage certificate or federal income tax return And
b. Documentation from options 1 thru 6 above, to support that the parent(s) has established and maintained domicile for the 12 consecutive months preceding the census date of the term in which the person is enrolled.
Aliens Eligible to Domicile or be Treated as Permanent Residents in the United States
Texas Education Code 54.07 "Aliens. An Alien, who is living in this country under a visa permitting permanent residence or has applied to or has a petition pending with the U.S. Immigration and Naturalization Services to attain lawful status under federal immigration law, has the same privilege of qualifying for resident status for fee purposes under this Act as a citizen of the United States..." Students should contact the Enrollment Center to determine if they have a visa that allows them to domicile.

Aliens Who are Residents of Texas Based on their High School Graduation or Receipt of a GED Certification
Texas Education Code 54.052(j) provides:

"Notwithstanding any other provision of this subchapter, an individual shall be classified as a Texas resident until the individual establishes a residence outside this state, if the individual resided with their parent(s), guardian or conservator while attending a public high school in Texas and:

1. graduated from a public high school or received the GED in Texas;
2. resided in Texas for at least three years as of the date the student graduated from high school or received the GED in Texas;
3. resided in Texas for 12 months prior to the census date of the semester in which the student plans to enroll;
4. provides to the institution an Affidavit, stating that the student will file an application to become a permanent resident at the earliest opportunity the student is eligible to do so."

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

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

If there are any questions about residency classification, it is the student's obligation, prior to or at the time of enrollment, to raise the questions with the proper College official for a determination. Students classified as "in-district" or "out-of-district" must provide proof of that classification as part of the admissions process, as explained above. If a student's residency classification changes for any reason, it is the responsibility of the student to notify the proper College official, and failure to do so constitutes a violation. Out-of-state students classified as "non-residents" have not met the state requirements for establishing residency prior to the census date of the semester in which they are enrolling.
## Tuition and Fees

### Tuition Fiscal Year 2017-2018

Tuition and Fees Apply Each Term

<table>
<thead>
<tr>
<th>Number of Credit Hours</th>
<th>In-District Tuition</th>
<th>Out-of-District Tuition</th>
<th>Non Resident Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$70.00</td>
<td>$80.00</td>
<td>$200.00</td>
</tr>
<tr>
<td>2</td>
<td>$140.00</td>
<td>$160.00</td>
<td>$400.00</td>
</tr>
<tr>
<td>3</td>
<td>$210.00</td>
<td>$240.00</td>
<td>$600.00</td>
</tr>
<tr>
<td>4</td>
<td>$280.00</td>
<td>$320.00</td>
<td>$800.00</td>
</tr>
<tr>
<td>5</td>
<td>$350.00</td>
<td>$400.00</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>6</td>
<td>$420.00</td>
<td>$480.00</td>
<td>$1,200.00</td>
</tr>
<tr>
<td>7</td>
<td>$490.00</td>
<td>$560.00</td>
<td>$1,400.00</td>
</tr>
<tr>
<td>8</td>
<td>$560.00</td>
<td>$640.00</td>
<td>$1,600.00</td>
</tr>
<tr>
<td>9</td>
<td>$630.00</td>
<td>$720.00</td>
<td>$1,800.00</td>
</tr>
<tr>
<td>10</td>
<td>$700.00</td>
<td>$800.00</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>11</td>
<td>$770.00</td>
<td>$880.00</td>
<td>$2,200.00</td>
</tr>
<tr>
<td>12</td>
<td>$840.00</td>
<td>$960.00</td>
<td>$2,400.00</td>
</tr>
<tr>
<td>13</td>
<td>$910.00</td>
<td>$1,040.00</td>
<td>$2,600.00</td>
</tr>
<tr>
<td>14</td>
<td>$980.00</td>
<td>$1,120.00</td>
<td>$2,800.00</td>
</tr>
<tr>
<td>15</td>
<td>$1,050.00</td>
<td>$1,200.00</td>
<td>$3,000.00</td>
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<tr>
<td>16</td>
<td>$1,120.00</td>
<td>$1,280.00</td>
<td>$3,200.00</td>
</tr>
<tr>
<td>17</td>
<td>$1,190.00</td>
<td>$1,360.00</td>
<td>$3,400.00</td>
</tr>
<tr>
<td>18</td>
<td>$1,260.00</td>
<td>$1,440.00</td>
<td>$3,600.00</td>
</tr>
<tr>
<td>19</td>
<td>$1,330.00</td>
<td>$1,520.00</td>
<td>$3,800.00</td>
</tr>
<tr>
<td>20</td>
<td>$1,400.00</td>
<td>$1,600.00</td>
<td>$4,000.00</td>
</tr>
<tr>
<td>21</td>
<td>$1,470.00</td>
<td>$1,680.00</td>
<td>$4,200.00</td>
</tr>
</tbody>
</table>

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

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

See fee schedule below for additional applicable fees.

### Bachelor of Applied Science

<table>
<thead>
<tr>
<th>In Organizational Leadership Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Applied Science</td>
</tr>
<tr>
<td>In Organizational Leadership</td>
</tr>
<tr>
<td>Competency-Based Format for Seven</td>
</tr>
<tr>
<td>Week Term</td>
</tr>
</tbody>
</table>

750.00

### Differential Tuition per credit hour

<table>
<thead>
<tr>
<th>3000/4000 Level Courses</th>
<th>Associate Degree Nursing</th>
</tr>
</thead>
<tbody>
<tr>
<td>30.00</td>
<td>50.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Astronomy</th>
<th>Chemistry</th>
</tr>
</thead>
<tbody>
<tr>
<td>10.00</td>
<td>15.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Emergency/ Medical Technology (EMT)</th>
<th>Occupational Therapy Assistant</th>
</tr>
</thead>
<tbody>
<tr>
<td>40.00</td>
<td>40.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Patient Care Assistant</th>
<th>Pharmacy Tech</th>
<th>Physical Therapist Assistant</th>
</tr>
</thead>
<tbody>
<tr>
<td>20.00</td>
<td>40.00</td>
<td>40.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Physics</th>
<th>Radiologic Technology/Sonography</th>
<th>Respiratory Therapy</th>
</tr>
</thead>
<tbody>
<tr>
<td>10.00</td>
<td>40.00</td>
<td>40.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Vocational Nursing</th>
<th>Fees 2017-2018 Academic Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>50.00</td>
<td>Registration Fee:</td>
</tr>
<tr>
<td>100.00</td>
<td>Mandatory Fees:</td>
</tr>
<tr>
<td>160.00</td>
<td>If registered and paid or</td>
</tr>
<tr>
<td></td>
<td>financial aid processed BEFORE</td>
</tr>
<tr>
<td></td>
<td>August 1st, January 1st, May</td>
</tr>
<tr>
<td></td>
<td>15th, and June 15th</td>
</tr>
<tr>
<td></td>
<td>Or</td>
</tr>
<tr>
<td></td>
<td>Registration Fee After</td>
</tr>
<tr>
<td></td>
<td>Deadline:</td>
</tr>
<tr>
<td></td>
<td>If registered and paid or</td>
</tr>
<tr>
<td></td>
<td>financial aid processed ON or</td>
</tr>
<tr>
<td></td>
<td>AFTER August 1st, January 1st,</td>
</tr>
<tr>
<td></td>
<td>May 15th, and June 15th</td>
</tr>
<tr>
<td></td>
<td>Information Technology Fee</td>
</tr>
<tr>
<td></td>
<td>per Credit Hour</td>
</tr>
<tr>
<td>24.00</td>
<td>Learning Support Fee per</td>
</tr>
<tr>
<td></td>
<td>Credit Hour</td>
</tr>
<tr>
<td>16.00</td>
<td>Student Activity Fee per</td>
</tr>
<tr>
<td></td>
<td>Credit Hour</td>
</tr>
<tr>
<td>4.00</td>
<td>Course Fees</td>
</tr>
<tr>
<td></td>
<td>Course Repeat Fee per</td>
</tr>
<tr>
<td></td>
<td>Credit Hour</td>
</tr>
<tr>
<td></td>
<td>Third or More Attempts</td>
</tr>
<tr>
<td></td>
<td>(Excludes Developmental)</td>
</tr>
<tr>
<td>125.00</td>
<td>Enrollment in Developmental</td>
</tr>
<tr>
<td></td>
<td>Studies Courses (&gt;27 credit</td>
</tr>
<tr>
<td></td>
<td>hours)</td>
</tr>
<tr>
<td>125.00</td>
<td>Effective Spring 2018</td>
</tr>
<tr>
<td>125.00</td>
<td>Developmental Studies Courses</td>
</tr>
<tr>
<td></td>
<td>(&gt;18 credit hours)</td>
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<tr>
<td>29.00</td>
<td>Fire Academy Fees:</td>
</tr>
<tr>
<td></td>
<td>Gear Rental</td>
</tr>
<tr>
<td>15.00</td>
<td>$280.00/4 Weeks</td>
</tr>
<tr>
<td></td>
<td>Self-Contained Breathing</td>
</tr>
<tr>
<td></td>
<td>Apparatus $360.00/ Semester</td>
</tr>
<tr>
<td></td>
<td>Testing</td>
</tr>
<tr>
<td></td>
<td>85.00</td>
</tr>
<tr>
<td></td>
<td>Hybrid Course Fee per</td>
</tr>
<tr>
<td></td>
<td>Credit Hour</td>
</tr>
<tr>
<td>10.00</td>
<td>Lab Fee per Lab Credit Hour</td>
</tr>
<tr>
<td></td>
<td>for applicable courses with</td>
</tr>
<tr>
<td></td>
<td>labs)</td>
</tr>
<tr>
<td>24.00</td>
<td>NAH and Other Course Fees:</td>
</tr>
<tr>
<td></td>
<td>Recovery of Costs and</td>
</tr>
<tr>
<td></td>
<td>Processing Fees</td>
</tr>
</tbody>
</table>

### See fee schedule below for additional applicable fees.
| Physical Education | 55.00 |
| Special Activity Fee per Course |  |

**Incidental Fees**

| Audit Fee | Tuition and Lab Fees |
| Add/Drop Fee (One-Time Fee) - 1st Class Day Through Census Date | 25.00 |
| Fee per Credit Hour for Dual Credit Students Attempting a Course Three or More Times | 125.00 |
| Dual Credit Late Processing Fee per Course per Student after Census Day | 200.00 |
| Reinstatement Fee (After Census) | 200.00 |
| Returned Check | 30.00 |
| Student ID Replacement Fee | 15.00 |
| Withdrawal Fee (One-Time Fee After Census) | 50.00 |
| Student Insurance Fee (Voluntary) | Paid to Approved Insurance Carrier, Subject to Change |

**Installment Plan/ Emergency Loan Fees**

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

**Library Fees**

| Lost or Damaged Library Item | Cost of Item plus Processing Fee |
| Lost or Damaged Library Item Processing Fee per Item | 30.00 |
| Overdue Inter-Library Loan or TexShare Item, per Day | Fine as Assessed and Charged by Lending Library |
| Lost or Damaged Inter-Library Loan or TexShare Item, per Day | Fine and/or Replacement Cost as Assessed and Charged by Lending Library |

**Parking/Moving Traffic Violations Fees**

| Parking Permit Fee | 25.00 |
| Parking Permit Replacement Fee | 25.00 |
| Parking Permits Violations: |  |
| First | 30.00 |
| Second | 50.00 |
| Third | 80.00 |
| Fourth | 100.00 |
| Fifth | 120.00 |
| Handicap Parking Violations | 150.00 |
| Moving Traffic Violations: |  |
| First | 30.00 |
| Second | 50.00 |
| Third | 90.00 |
| Vehicle Boot Removal Fee | 100.00 |

**Skateboard and Other Appliance Violation:**

| First | Warning |
| Second | 30.00 |
| Third | 50.00 |
| Fourth | 70.00 |
| Fifth | 90.00 |

**Testing Fees**

| Health Education Services Inc. (HESI) Exam: | Students will register and pay fees to Elsevier Inc. for each attempt when signing up for the exam through the Market Place website. Fees will be subject to change. |
| Health Education Services Inc. (HESI) Exam Fee | 45.00 |
| Sign Language Certification Exam Fee | 95.00 |
| Proctoring/Professional Testing Services Fee | Recovery of Costs and Processing Fees to be Negotiated |
| Credit By Examination | Tuition |
| GED Exams: | Students will register and pay fees to Pearson VUE for GED online testing services and subject to change. |
| GED Exam Fee - 1st and 4th Attempts |  |
| GED Retest Exam Fee - Writing Only | 36.25 |
| GED Retest Exam Fee - Reading Only | 36.25 |
| GED Retest Exam Fee - Mathematics Only | 36.25 |
| GED Retest Exam Fee - Science Only | 36.25 |
| GED Retest Exam Fee - Social Studies Only | 36.25 |
| GED Retest Exam Fees - 2nd, 3rd, 5th and 6th Attempts |  |
| GED Retest Exam Fee - Writing Only | 16.25 |
| GED Retest Exam Fee - Reading Only | 16.25 |
| GED Retest Exam Fee - Mathematics Only | 16.25 |
| GED Retest Exam Fee - Science Only | 16.25 |
| GED Retest Exam Fee - Social Studies Only | 16.25 |
| HiSET Credit By Examination (High School Equivalency Exam) Fees: | Students will register through the ETS website and pay all applicable fees online, including Test Center Fees. Fees will be subject to change. |
| HiSET Exam Fee (All Five Exams - 1st and 4th Attempts) | 125.00 |
| HiSET Exam Fee - Reading Only | 25.00 |
| HiSET Exam Fee - Writing Only | 25.00 |
| HiSET Exam Fee - Math Only | 25.00 |
| HiSET Exam Fee - Science Only | 25.00 |
HiSET Exam Fee - Social Studies Only  25.00

HiSET Exam Retest Fees (All Five Exams - 2nd, 3rd, 5th and 6th Attempts): Students will register through the ETS website and pay all applicable fees online, including Test Center Fees. Fees will be subject to change.

HiSET Exam Fee - Reading Only  15.00
HiSET Exam Fee - Writing Only  15.00
HiSET Exam Fee - Math Only  15.00
HiSET Exam Fee - Science Only  15.00
HiSET Exam Fee - Social Studies Only  15.00

TSI Assessment Reservation Fee  25.00

TSI Assessment Exams:

- TSI Assessment Exam - All Three Exams  29.00
- TSI Assessment Exam Fee - Reading Only  10.00
- TSI Assessment Exam Fee - Writing Only  10.00
- TSI Assessment Exam Fee - Math Only  10.00
TSI Assessment Exam Retesting Fees:

- TSI Assessment Exam Retesting Fee - All Three Exams  29.00
- TSI Assessment Exam Fee - Retesting Reading Only  10.00
- TSI Assessment Exam Fee - Retesting Writing Only  10.00
- TSI Assessment Exam Fee - Retesting Math Only  10.00

Child Development Center

- Tuition Fee per Week  120.00
- Registration Fee:
  - Fall and Spring Semesters  40.00
  - Summer Session  20.00
  - Late Pick-up Fee  $5/first 5 minutes and $1/ea. Add'l. minute

Supply Fee:

- Fall and Spring Semesters  30.00
- Summer Session  10.00

Reservation Fee:

- Fall and Spring Session Breaks  65.00
- Summer  20.00

Workforce/Continuing Education

- Tuition:
  - Workforce/Continuing Education Non-Credit Tuition per Contact Hour or Variable Tuition Including Zero Tuition  $6.00 or Variable Tuition Including Zero Tuition

Fees:

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

Dual Credit

Independent Dual Credit

- Tuition per Credit Hour:
  - In-District Home Schooled or Dual Credit Students Who Are Not Enrolled in a School District with a Memorandum of Understanding or an Interlocal Agreement with South Texas College  $50.00 Plus Applicable Differential Tuition
  - Out-of-District Home Schooled or Dual Credit Students Who Are Not Enrolled in a School District with a Memorandum of Understanding or an Interlocal Agreement with South Texas College  $80.00 Plus Applicable Differential Tuition

- Fees:
  - In-District Home Schooled or Dual Credit Students Who Are Not Enrolled in a School District with a Memorandum of Understanding or an Interlocal Agreement with South Texas College  All Fees Are Applicable and Will Not Be Waived
  - Out-of-District Home Schooled or Dual Credit Students Who Are Not Enrolled in a School District with a Memorandum of Understanding or an Interlocal Agreement with South Texas College  All Fees Are Applicable and Will Not Be Waived

Dual Credit Academies

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

### Reimbursement of Costs:
- **School Districts Requesting South Texas College Faculty to Teach Dual Credit Courses, per Course per Semester**
- **Differential Tuition Per Credit Hour For Courses Offered On A South Texas College Campus or Facility**
- **Dual Credit Tuition:**

### Dual Credit Sponsored by Partnering School Districts

<table>
<thead>
<tr>
<th>Course</th>
<th>Fee per Credit Hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate Degree Nursing</td>
<td>50.00</td>
</tr>
<tr>
<td>Emergency Medical Technology</td>
<td>40.00</td>
</tr>
<tr>
<td>Occupational Therapy Assistant</td>
<td>40.00</td>
</tr>
<tr>
<td>Patient Care Assistant</td>
<td>20.00</td>
</tr>
<tr>
<td>Pharmacy Tech</td>
<td>40.00</td>
</tr>
<tr>
<td>Physical Therapist Assistant</td>
<td>40.00</td>
</tr>
<tr>
<td>Radiologic Technology/Sonography</td>
<td>40.00</td>
</tr>
<tr>
<td>Respiratory Therapy</td>
<td>40.00</td>
</tr>
<tr>
<td>Vocational Nursing</td>
<td>50.00</td>
</tr>
<tr>
<td>Electronic Distance Learning/VCT Course Fee per Credit Hour</td>
<td>15.00</td>
</tr>
<tr>
<td>Hybrid Course Fee per Credit Hour</td>
<td>10.00</td>
</tr>
<tr>
<td>NAH and Other Course Fees: Liability Insurance/Exams/Booklets/Badges/Special Program ID/Certificates/Pinning Ceremony/Other Activities</td>
<td>Recovery of Costs and Processing Fees</td>
</tr>
<tr>
<td>Incidental Fees:</td>
<td></td>
</tr>
<tr>
<td>Fee per Credit Hour for Dual Credit Students Attempting a Course Three or More Times</td>
<td>125.00</td>
</tr>
<tr>
<td>Dual Credit Late Processing Fee per Course per Student after Census Day</td>
<td>200.00</td>
</tr>
</tbody>
</table>

### Financial Information

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

#### Student Financial Obligations & Expectations

**Students Responsibility for Information**
- South Texas College students are responsible to take the time to become familiar with the Financial Expectations of students. Students must acknowledge and abide by the College’s policies, regulations, procedures, requirements, deadlines, and tuition and fees regarding to the financial account as described in all official College publication items. Publication items include, but are not limited to: Course Catalog, Student Handbook, Course Schedule, Flyers, Posters, Postcards, Student Guide, Due Date Pocket Calendar, Website, Emails, and the JagNet portal.
- South Texas College reserves the right to make changes to policies, regulations, procedures, requirements, deadlines, and tuition and fees at any time and as necessary; once these changes have been made they shall be posted online, whereby they shall take effect. Students are encouraged to check online at SouthTexasCollege.edu for the updated versions of all South Texas College Board of Trustees approved policies, procedures, regulations, requirements, deadlines, and tuition and fees.
- South Texas College students are also responsible for ensuring that the College has their personal contact information such as current mailing address and phone number up-to-date. Students may update it online using their JagNet account.
- South Texas College uses e-mail as the primary means for communication and it is the students responsibility to not only activate the student college email but to review the content emailed regularly. Students may choose to have the official college emails redirected to another address and are not relieved of the responsibilities of the communication that is sent by the College.
- Students may not use administrative, clerical or technical billing errors to absolve any financial responsibilities to pay the correct amount of tuition, fees and other associated financial obligations assessed as a result of registration at the College.

#### Student Financial Obligation
- South Texas College wishes to be transparent about the financial expectations of students to the College. All students must acknowledge that they have read and understand the Financial Obligation Agreement terms, three times during the year of their attendance at the college before they can gain access to student information services via the schools online portal referred to as JagNet. All students are responsible for becoming familiar with the College’s policies regarding the student financial account, and the student responsibilities under those policies.
- The Student Financial Obligation Agreement terms detail the student’s responsibility to remit payment for charges incurred at the College as well as repercussions of non-payment. Students must meet all financial obligations to the College by established

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**South Texas College**
Contact Consent
- The contact consent, as part of the Student Financial Obligation Agreement, allows South Texas College and its agents and contractors to contact the student to their current and/or future cellular phone number(s), email address(es) or wireless device(s) regarding delinquent student account(s)/loan(s), any other debt owed to South Texas College. Agents and contractors may use automated telephone dialing equipment, artificial or prerecorded voice or text messages, and personal calls and emails, in the effort to contact the student. A student may withdraw the Contact Consent by submitting a written request to the South Texas College Cashier’s Office.
- To read and accept the Contact Consent, log into JagNet > Additional Student Services > Consent To Do Business Electronically (Contact Consent Opt-In/1098T opt-in/Title IV Authorization) > Consent Consent (Opt-In)

Consent To Do Business Electronically With South Texas College
- As part of the Student Financial Obligation Agreement, the consent to do business electronically with South Texas College covers primary institutional student business functions. Agreeing to receive the 1098-T tax forms electronically through online access. Students will be able to view and print a paper copy of their 1098-T by accessing their JagNet account. A student may withdraw the consent of receiving the 1098-T tax forms electronically by submitting a written request to the South Texas College Cashier’s Office.
- Questions regarding the Contact Consent may be directed to the Business Office-Cashier Department.
- To read and accept the Contact Consent, log into JagNet > Additional Student Services > Consent To Do Business Electronically (Contact Consent Opt-In/1098T opt-in/Title IV Authorization) > Consent Consent (Opt-In)

Authorization To Use Title IV To Pay For Other Educationally Related Charges
- Federal student financial aid can only cover "institutional charges" vs. "non-institutional charges" as defined by the U.S. Department of Education - Federal Student Aid Handbook 2016-2017, Volume 4 Processing Aid and Managing FSA Funds, Chapter 2: Disbursing FSA Funds, Institutional Charges. This definition includes current year charges for tuition and fees, and on-campus room and board, and other educational expenses that are paid to the school directly. It also includes other charges such as: lab fees, registration fees, and other specialized departmental or college fees associated directly with taking a class. A charge does not have to appear on a student’s account to be considered an institutional charge. Unless authorization is received by the student, federal financial aid cannot be used to cover non-institutional charges such as, but not limited to: library fines, parking fines, parking permit fees, returned check fees, installment plan processing fees, repeat fees, or any other charges not directly associated to taking a class.
- Students may choose to opt-in to provide authorization to pay for non-institutional or other educationally related charges with federal financial aid, and still owe a balance on the student account in which the class(es) may be dropped for non-payment if the outstanding balance is not secured on a payment plan. The outstanding balance may cause a "hold" for unpaid charges, which would block registration for future semesters, obtaining grades, and receiving transcripts. In addition, failure to make payment may result in the account being sent to a contracted Third Party (Collection Agency) to file an adverse report with credit bureaus. Student will be responsible for the fees of any collection agency, which may be based on a percentage at a maximum of thirty percent of the debt, and all costs and expenses, including reasonable attorney’s fees, late fees, interest and/or court costs, incurred with the collection of any monies due to the College. Fees will be assessed regardless of payment method.
- To read and accept the Authorization To Use Title IV To Pay For Other Educationally Related Charges, log into JagNet > Additional Student Services > Consent To Do Business Electronically (1098T Opt-In/Title IV Authorization) > Title IV Authorization (Opt-In/ Opt-Out).

Admittance to Class
- A student who is indebted to South Texas College will not be allowed to register until he/she has cleared all financial obligations due to the College and cleared all Business Office and other applicable holds; Failure to pay a debt owed to the College may result in dismissal from attending classes after a specific announced date, ineligibility to take final examinations, or to register until such debts are paid. Transcripts, grades, or information about the student will not be released until such debts are paid.
- Any unpaid and outstanding balance(s) may be forwarded within 60-90 days after the semester has ended to a contracted Third Party (Collection Agency) to reflect the student’s credit worthiness. The student will be responsible for the fees of any collection agency, which may be based on a percentage at a maximum of thirty percent of the debt, and all costs and expenses, including reasonable attorney’s fees, late fees, interest and/or court costs, incurred with the collection of any monies due to the College.
- Bankruptcy: College tuition, fees and other charges are a debt incurred for educational purposes and are considered a Qualified Educational Loan as defined in section 221 (D) (1) of the Internal Revenue Code. Therefore this debt is not dischargeable pursuant to United States Bankruptcy Section 522(a)(8) and may not be dischargeable in bankruptcy. In addition, student may still owe the debt to the college after the bankruptcy.

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

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

Payments

• Students are responsible for paying the total cost for tuition and fees on the day of registration by means of cash, personal check, credit card (Visa, Discover, and MasterCard), money orders or a cashier’s check. Students may mail-in their payment. Mailed payments must be received and processed by the due date.

• Failure to pay the required amount for tuition and fees may cause your classes to be automatically dropped; however, be aware that you may still be liable for certain fees. This also applies to student accounts that have a remaining outstanding balance and are under financial aid or are being sponsored by a third party, i.e., Texas Rehabilitation Commission, employer or any other source.

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

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

Insufficient Funds, Stop Payment and Other Returned Checks

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

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

• If the check is not paid by the end of the semester, the account becomes delinquent and consequently will be released to one of the external collection agencies or to the District Attorney. Any fees assessed by the collection agency, which may be based on a percentage at a maximum of thirty percent of the debt, and all costs and expenses, including reasonable attorney’s fees, late fees, interest and/or court costs incurred will be the student’s responsibility.

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

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

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

Schedule Changes

(Adding and Dropping Courses)

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

• Students must not assume that they will automatically be dropped or withdrawn from their classes if they do not attend.

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

• Dropping and adding a course of equal value is considered an even exchange when done on the same day before the twelfth class day during the Fall and Spring semesters, and fourth class day during the Summer sessions. The student is responsible for the drop/add fee as per the tuition and fees schedule.

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

• Students who officially withdraw from all classes at South Texas College will be assessed a one-time withdrawal fee as per the tuition and fees schedule.

Payment Options

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

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

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

- **Fall/Spring Semesters** - Available during the processing period: up until the twelfth day of the semester ONLY!!
- **Summer Semesters** - Available during the processing period: up until the fourth day of the semester ONLY!!

### Installment Plans

Eligible students may select an Installment Plan to pay for tuition and registration fees by installment payments. For payment plan details visit the Cashiers' website at SouthTexasCollege.edu/go/cashiers > Installment Plans & Emergency Loans > Installment Plans

- To apply, complete the Installment Plan Agreement which is available:
  - Online at: JagNet.SouthTexasCollege.edu
  - For step-by-step instructions follow: SouthTexasCollege.edu/go/cashiers > Installment Plans & Emergency Loans > Installment Plans > Instructions: How to Enroll in a Payment Plan
  - In-person at the Cashiers Office

- Eligibility Requirements:
  - Be enrolled at South Texas College for the semester
  - Must be current on any prior term payment arrangements
  - Minors younger than the applicable age of majority may apply in person to execute the installment agreement. Executing this agreement for educational services provided by South Texas College are a necessity, and the minor is contractually obligated pursuant to the "doctrine of necessity."
  - Complete the installment plan agreement available online or at the Cashiers' Office.
  - Incidental fees associated with the Installment Payment Plan:
    - A processing fee is due at time of enrollment in a plan.
    - A late payment fee is assessed if the total balance due is not paid by "each" scheduled due date.
    - Fees can be found at the tuition and fees schedule.
  - Installment Plan Payment Due Dates, as per Installment Agreement and Cashiers' website.

### Emergency Loan Program

(subject to availability)

The Emergency Loan program are short-term loans to pay for textbooks and/or tuition & fees; therefore loans must be repaid. For Emergency Loan details visit the Cashiers' website at SouthTexasCollege.edu/go/cashiers > Installment Plans & Emergency Loans > Emergency Loans

- **Emergency Textbook Loan:**
  - Used to pay for textbooks and/or school supplies
  - No initial payment required
  - Textbook loan will be disbursed on the next scheduled refund date

- **Emergency Tuition & Fee Loan:**
  - Used to pay for Tuition & Fees in payments
  - Initial payment is due at time of application, required percentage is to be paid by the student.

- Emergency Loan will cover the remaining balance

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

- Apply In-person at the Cashiers Office:
  - Complete the Emergency Loan Application & Promissory Note

- Eligibility Requirements:
  - Be enrolled for a minimum of three credit hours
  - Must be current on any prior term payment arrangements and not be in default with any student loans
  - Minors younger than the applicable age of majority may apply in person to execute the installment agreement. Executing this agreement for educational services provided by South Texas College are a necessity, and the minor is contractually obligated pursuant to the "doctrine of necessities."

- Emergency Loan Payment Due Dates, as per the Emergency Loan Application and Promissory Note and Cashiers' website.

### Third Party Contracts and Scholarships

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

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

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

### Concurrent Enrollment Fees

Students enrolled at two Texas public institutions of higher education.

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

- Proof of enrollment in the form of a payment receipt from the concurrent institution is required at the Enrollment Center on a
Refunds

The “effective date” of a class drop or add is the date the course schedule form is received at the office of Admissions and Records from the student. The refund policy also applies to a drop due to advisement from faculty.

“Class days” refers to South Texas College’s scheduled class days, not the students’ class meeting days.

### Refund Guidelines

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

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

### Tuition

(Excludes Mini-mesters)

Refund percentage may be greater than stated below.

#### Fall and Spring Semesters

<table>
<thead>
<tr>
<th>Event</th>
<th>Refund Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior to or on the 2nd class day</td>
<td>100 percent</td>
</tr>
<tr>
<td>During the next 13 class days</td>
<td>70 percent</td>
</tr>
<tr>
<td>During the 16th through 20th class days</td>
<td>25 percent</td>
</tr>
<tr>
<td>After the 20th class day</td>
<td>None</td>
</tr>
</tbody>
</table>

#### Summer I and II Sessions

<table>
<thead>
<tr>
<th>Event</th>
<th>Refund Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior to or on the 1st class day</td>
<td>100 percent</td>
</tr>
<tr>
<td>During the next 4 class days</td>
<td>70 percent</td>
</tr>
<tr>
<td>During the 6th class day</td>
<td>25 percent</td>
</tr>
<tr>
<td>After the 6th class day</td>
<td>None</td>
</tr>
</tbody>
</table>

#### Summer III Session

<table>
<thead>
<tr>
<th>Event</th>
<th>Refund Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior to or on the 1st class day</td>
<td>100 percent</td>
</tr>
<tr>
<td>During the next 8 class days</td>
<td>70 percent</td>
</tr>
<tr>
<td>During the 10th through 12th class days</td>
<td>25 percent</td>
</tr>
<tr>
<td>After the 12th class day</td>
<td>None</td>
</tr>
</tbody>
</table>

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

### Incidental Fees

(Excludes Mini-mesters)

### Other Fees

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

### Drop or Withdrawal from South Texas College

To officially withdraw or drop from the college, a student must go to the office of Admissions and Records.

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

Dropping and adding a course of equal value is considered an even exchange when done prior to the twelfth class day during the Fall and Spring, and fourth class day during the summer sessions. The student will be responsible for the drop/add fee. After the twelfth class day or fourth class day, whichever applies, a percentage for the course dropped will be charged. Please read the section on refunds and registration fees for further information.

Students who officially withdraw from all courses at the college after a specific date will be assessed a one-time withdrawal fee.

### Bookstore Refunds

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

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

- A full refund will be given in your original form of payment if textbooks are returned during the first week of classes with original receipt; first 3 days of summer school, one day for mini-mester.
- With proof of a schedule change and original receipt, a full refund will be given in your original form of payment during the first 30
HB 1096 - Bookstore (Textbook Information)

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

Highlights for Tax Benefits for Higher Education

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


Any nontaxable distribution is limited to the amount that does not exceed qualified education expenses. Table from Department of the Treasury Internal Revenue Service, Publication 970, Tax Benefits for Education. http://www.irs.gov/uac/Publication-970,-Tax-Benefits-for-Education-1

<p>| Scholarship, Fellowship Grants, Grants, and Tuition Reductions | Amounts received may not be taxable | None | Course-related expenses such as fees, books, supplies, and equipment | Undergraduate &amp; graduate | K-12 | Must be in degree or vocational program. Payment of tuition and required fees must be allowed under the grant. | No phaseout |
| American Opportunity Credit | Credits can reduce the amount of tax you have to pay. 40% of the credit may be refundable (limited to $1,600 per student) | $2,500 credit per student | Course-related books, supplies, and equipment | Undergraduate &amp; graduate | Can be claimed for only 4 tax years (which includes years Hope scholarship credit claimed) Must be enrolled at least half-time in degree program No felony drug conviction(s) Must not have completed first 4 years of postsecondary education before end of preceding tax year | $80,000- $90,000 | $160,000- $180,000 for joint returns |
| Lifetime Learning Credit | Credits can reduce amount of tax you must pay | $2,000 credit per tax return | Amount paid for required books, etc. that must be paid to the education institution, are required fees | Undergraduate &amp; graduate | Courses to acquire or improve job skills | No other conditions | $55,000- $65,000 | $111,000- $131,000 for joint returns |</p>
<table>
<thead>
<tr>
<th><strong>Student Loan Interest Deduction</strong></th>
<th>Can deduct interest paid</th>
<th>$2,500 deduction</th>
<th>Books, Supplies, Equipment, Room &amp; board, Transportation, Other necessary expenses</th>
<th>Undergraduate &amp; graduate</th>
<th>Must have been at least half-time student in degree program</th>
<th>$65,000-$80,000, $130,000-$160,000 for joint returns</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tuition and Fees Deduction</strong></td>
<td>Can deduct expenses</td>
<td>$4,000 deduction</td>
<td>None</td>
<td>Undergraduate &amp; graduate</td>
<td>Can’t claim both deduction &amp; education credit for same student in same year</td>
<td>$60,000-$80,000, $130,000-$160,000 for joint returns</td>
</tr>
<tr>
<td><strong>Coverdell ESA</strong>&lt;sup&gt;1&lt;/sup&gt;</td>
<td>Earnings not taxed</td>
<td>$2,000 contribution per beneficiary</td>
<td>Books, Supplies, Equipment, Expenses for special needs services, Payments to QTP, Higher education: Room &amp; board if at least half-time student, Elem/ sec (K-12 education): Tutoring, Room &amp; board Uniforms, Transportation, Computer access, Supplementary expenses</td>
<td>Undergraduate and graduate K-12</td>
<td>Assets must be distributed at age 30 unless special needs beneficiary</td>
<td>$95,000-$110,000, $190,000-$220,000 for joint returns</td>
</tr>
<tr>
<td><strong>Qualified Tuition Program (QTP)</strong>&lt;sup&gt;1&lt;/sup&gt;</td>
<td>Earnings not taxed&lt;sup&gt;2&lt;/sup&gt;</td>
<td>None</td>
<td>Books, Supplies, Equipment, Room &amp; board if at least half-time student, Computer or peripheral equipment, computer software, or Internet access and related services, Expenses for special needs services</td>
<td>Undergraduate &amp; graduate</td>
<td>No other conditions</td>
<td>No phaseout</td>
</tr>
<tr>
<td><strong>Education Exception to Additional Tax on Early IRA Distributions</strong>&lt;sup&gt;1&lt;/sup&gt;</td>
<td>No 10% additional tax on early distribution</td>
<td>Amount of qualified education expenses</td>
<td>Books, Supplies, Equipment, Room &amp; board if at least half-time student, Expenses for special needs services</td>
<td>Undergraduate &amp; graduate</td>
<td>No other conditions</td>
<td>No phaseout</td>
</tr>
<tr>
<td><strong>Education Savings Bond Program</strong>&lt;sup&gt;1&lt;/sup&gt;</td>
<td>Interest not taxed</td>
<td>Amount of qualified education expenses</td>
<td>Payments to Coverdell ESA, Payments to QTP</td>
<td>Undergraduate &amp; graduate</td>
<td>Applies only to qualified series EE bonds issued after 1989 or series I bonds</td>
<td>$77,550-$92,550, $116,300-$146,300 for joint returns</td>
</tr>
<tr>
<td><strong>Employer-Provided Educational Assistance</strong>&lt;sup&gt;1&lt;/sup&gt;</td>
<td>Employer benefits not taxed</td>
<td>$5,250 exclusion</td>
<td>Books, Supplies, Equipment</td>
<td>Undergraduate &amp; graduate</td>
<td>No other conditions</td>
<td>No phaseout</td>
</tr>
<tr>
<td>Business Deduction for Work-Related Education</td>
<td>Can deduct expenses</td>
<td>Amount of qualifying work-related education expenses</td>
<td>Transportation expenses</td>
<td>Travel</td>
<td>Other necessary expenses</td>
<td>Required by employer or law to keep present job, salary, status, maintain or improve job skills</td>
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</tbody>
</table>

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

Transfer of Credit to South Texas College

Transfer from Another College
A student transferring from another accredited college or university is eligible for admission. Transfer students must comply with the Scholastic Progress Standards as outlined by Board Policy 3320.

The following conditions apply regarding transfer from another college:

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

Transfer of Credit from South Texas College

Lower-division courses included in the LOWER-DIVISION ACADEMIC COURSE GUIDE MANUAL and specified in the definition of "Lower-Division Course Credit" shall be freely transferable to and accepted as comparable degree credit by any Texas public institution of higher education where the equivalent course is available for fulfilling baccalaureate degree requirements. It is understood that each Texas institution of higher education may have limitations that invalidate courses after a specific length of time.

For Texas community colleges, these freely transferable courses are identified in the latest revised edition of the Texas Higher Education Coordinating Board Publication LOWER-DIVISION ACADEMIC COURSE GUIDE MANUAL (revised Spring 2016). Specifically excluded are courses designated as vocational, ESL, ESOL, technical, developmental/remedial, and courses listed as "basic skills."

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

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

Transcripts from Other Institutions

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

Notice: As permitted under section 99.34 (a)(1)(i) of the Family Educational Rights and Privacy Act of 1974 as amended, and upon the request of the University of Texas Rio Grande Valley, South Texas College will forward educational records to UT Rio Grande Valley for students who seek or intend to enroll there.

Transfer Disputes

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

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

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

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

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

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

College Success

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

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

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

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

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

Change of Schedule
Students must use a Schedule Change form for all schedule changes once classes have begun. If the request originates with the student, the change must be completed within the time specified in the college calendar. A one-time fee of $25 will be charged. The College reserves the right to make changes in a student’s schedule; when this occurs, no fee is charged.

Within the parameters of the calendar in effect, student may drop a course. A grade of "W" (Withdraw) may be received. Refer to the academic calendar for information concerning withdrawal dates.

All changes in schedule, including adding and dropping courses, must be arranged by the student in writing. Changes are not official until all steps in the process have been completed. Records of withdrawal and re-enrollment will be maintained.

Withdrawal from Semester Credit Courses
Initiation of Withdrawal
Withdrawal from a course results in a grade of "W" (Withdraw) that may be received. A grade of "W" and may be affected by taking any steps to withdraw students that in their opinion are not able to properly will result in a grade of "F" in the course. Instructors are authorized, but not required, to withdraw students that in their opinion are not able to successfully complete a course. A student may appeal an instructor-initiated withdrawal.

Course withdrawals may occur at any time after the official reporting date of a semester and up to the established deadline for withdrawals in each semester. The established deadline will be approximately three weeks prior to the end of each semester. The specific deadline will be published in a timely manner in the appropriate College publications.

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

Academic Skills Test
Texas Higher Education Coordinating Board Rule Title 19, Part I, Chapter 4, Subchapter C, Rule 4.55, requires that all Institutions assess the academic skills of each entering, non-exempt undergraduate student prior to enrollment of the student. All full-time or part-time non-exempt students MUST take the TSI ASSESSMENT EXAM. This test will determine the college level coursework for which you are ready. Students not meeting Placement Standards for college-level credit coursework for any college-level credit coursework. For more information about placement testing and the TSI ASSESSMENT EXAM, refer to the TSI section located in the Admissions Guidelines chapter of this catalog.

Students who fail to comply with policies and procedures may be withdrawn from all of their classes except College Success and may not earn any college credit hours for the semester. Students who withdraw, are withdrawn from, or do not enroll in their required developmental classes are entitled to a one semester-long waiver which will allow them not to be withdrawn from all their academic classes, but they must enroll in the appropriate developmental class(es) the following semester or sooner.

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

### Accounting
- **ACCT 2401** Principles of Financial Accounting 4
- **ACCT 2402** Principles of Managerial Accounting 4

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

### Architecture
- **ARCH 1311** Introduction to Architecture 3

### Art
- **ARTS 1301** Art Appreciation 3
- **ARTS 1303** Art History I 3
- **ARTS 1304** Art History II 3
- **ARTS 1311** Design I 3
- **ARTS 1312** Design II 3
- **ARTS 1316** Drawing I 3
- **ARTS 1317** Drawing II 3
- **ARTS 1325** Drawing and Painting (for Non-Art Majors) 3
- **ARTS 2313** Design Communications I 3
- **ARTS 2314** Design Communications II 3
- **ARTS 2316** Painting I 3
- **ARTS 2317** Painting II 3
- **ARTS 2323** Life Drawing I 3
- **ARTS 2326** Sculpture I 3
- **ARTS 2333** Printmaking I 3
- **ARTS 2341** Art Metals I 3
- **ARTS 2346** Ceramics I 3
- **ARTS 2347** Ceramics II 3
- **ARTS 2348** Digital Art I 3
- **ARTS 2356** Photography I (Fine Arts Emphasis) 3
- **ARTS 2357** Photography II (Fine Arts Emphasis) 3
- **ARTS 2389** Academic Cooperative 3

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

### Business Administration
- **BUSI 1301** Business Principles 3
- **BUSI 2301** Business Law 3

### Chemistry
- **CHEM 1411** General Chemistry I 4
- **CHEM 1412** General Chemistry II 4
- **CHEM 2423** Organic Chemistry I 4
- **CHEM 2425** Organic Chemistry II 4

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

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

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

### Criminal Justice
- **CRIJ 1301** Introduction to Criminal Justice 3
- **CRIJ 1306** Court Systems and Practices 3
- **CRIJ 1310** Fundamentals of Criminal Law 3
- **CRIJ 1313** Juvenile Justice System 3
- **CRIJ 2313** Correctional Systems and Practices 3
- **CRIJ 2314** Criminal Investigation 3

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<td>Introduction to World Religions</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 2303</td>
<td>Introduction to Logic</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 2306</td>
<td>Introduction to Ethics</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 2307</td>
<td>Introduction to Social and Political Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 2316</td>
<td>Classical Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 2321</td>
<td>Philosophy of Religion</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 2389</td>
<td>Academic Cooperative: Philosophy Capstone</td>
<td>3</td>
</tr>
</tbody>
</table>

**Physical Science**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHYS 1403</td>
<td>Stars and Galaxies</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 1404</td>
<td>Solar System</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 1415</td>
<td>Physical Science I</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 1417</td>
<td>Physical Science II</td>
<td>4</td>
</tr>
</tbody>
</table>

**Physics**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHYS 1401</td>
<td>College Physics I</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 1402</td>
<td>College Physics II</td>
<td>4</td>
</tr>
</tbody>
</table>
Credit by Examination

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

Credit earned by students not yet enrolled at STC is held in escrow until the student earns six credit hours at STC. Students may earn no more than 15 credit hours by examination. Credit awarded for testing at South Texas College may or may not meet minimum requirements for credit at other institutions. It is the student’s responsibility to check with the institution they plan on attending to verify transfer requirements.

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

Advanced Placement (AP)

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

Required Scores for AP Credit

<table>
<thead>
<tr>
<th>Subject</th>
<th>Min. Score</th>
<th>STC Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biology</td>
<td>3</td>
<td>BIOL 1408, BIOL 1409</td>
<td>8</td>
</tr>
<tr>
<td>Environ. Science</td>
<td>3</td>
<td>BIOL 2406</td>
<td>4</td>
</tr>
<tr>
<td>Chemistry</td>
<td>3</td>
<td>CHEM 1411, CHEM 1412</td>
<td>8</td>
</tr>
<tr>
<td>Computer Science (A)</td>
<td>3</td>
<td>COSC 1436</td>
<td>4</td>
</tr>
<tr>
<td>Macroeconomics</td>
<td>3</td>
<td>ECON 2301</td>
<td>3</td>
</tr>
<tr>
<td>Microeconomics</td>
<td>3</td>
<td>ECON 2302</td>
<td>3</td>
</tr>
</tbody>
</table>
English Language and Composition 3 ENGL 1301 3
English Literature and Composition 3 ENGL 1301 3
United States History 3 HIST 1301, HIST 1302 6
European History 3 HIST 2311, HIST 2312 6
Calculus AB 3 MATH 2413 4
Calculus BC 3 MATH 2413, MATH 2414 8
Physics B 3 PHYS 1401, PHYS 1402 8
Physics C: Mechanics 3 PHYS 2425 4
Physics C: Electricity & Magnetism 3 PHYS 2426 4
US Government and Politics 3 GOVT 2305, GOVT 2306 6
Spanish Language 3 SPAN 1411 4
Spanish Literature 3 SPAN 1411, SPAN 1412 8

College Level Examination Program (CLEP)

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

**Required Scores for CLEP Subject Examination Credit**

<table>
<thead>
<tr>
<th>Subject</th>
<th>Min. Score</th>
<th>STC Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Info Systems and Computer Applications</td>
<td>50</td>
<td>COSC 1301</td>
<td>3</td>
</tr>
<tr>
<td>Financial Accounting</td>
<td>50</td>
<td>ACCT 2401, ACCT 2402</td>
<td>8</td>
</tr>
<tr>
<td>Biology</td>
<td>50</td>
<td>BIOL 1408, BIOL 1409</td>
<td>8</td>
</tr>
<tr>
<td>Introductory Business Law</td>
<td>50</td>
<td>BUSI 2301</td>
<td>3</td>
</tr>
<tr>
<td>Chemistry</td>
<td>50</td>
<td>CHEM 1411, CHEM 1412</td>
<td>8</td>
</tr>
<tr>
<td>Principles of Microeconomics</td>
<td>50</td>
<td>ECON 2302</td>
<td>3</td>
</tr>
<tr>
<td>Principles of Macroeconomics</td>
<td>50</td>
<td>ECON 2301</td>
<td>3</td>
</tr>
<tr>
<td>College Composition</td>
<td>50</td>
<td>ENGL 1301, ENGL 1302</td>
<td>6</td>
</tr>
<tr>
<td>Spanish Language</td>
<td>65</td>
<td>SPAN 1411, SPAN 1412</td>
<td>8</td>
</tr>
<tr>
<td>Analyzing &amp; Interpreting Literature</td>
<td>50</td>
<td>ENGL 2341</td>
<td>3</td>
</tr>
<tr>
<td>American Literature</td>
<td>50</td>
<td>ENGL 2326</td>
<td>3</td>
</tr>
<tr>
<td>English Literature</td>
<td>50</td>
<td>ENGL 2321</td>
<td>3</td>
</tr>
<tr>
<td>History of the US I</td>
<td>50</td>
<td>HIST 1301</td>
<td>3</td>
</tr>
<tr>
<td>History of the US II</td>
<td>50</td>
<td>HIST 1302</td>
<td>3</td>
</tr>
<tr>
<td>Western Civilization I</td>
<td>50</td>
<td>HIST 2311</td>
<td>3</td>
</tr>
</tbody>
</table>

**Western Civilization II** 50 HIST 2312 3
**College Algebra** 50 MATH 1414 4
**Calculus** 50 MATH 2413, MATH 2414 8
**Introductory Psychology** 50 PSYC 2301 3
**Introductory Sociology** 50 SOCI 1301 3
**College Mathematics** 50 MATH 1332 3
**Principles of Management** 50 TMGT 3305 3
**Principles of Marketing** 50 TMGT 3300 (upper-level elective) 3
**Introductory Business Law** 54 TMGT 3336 3

**Credit for International Baccalaureate Diploma (IBD)**

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

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

**Eligibility for Award of Credit**

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

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

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

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

<table>
<thead>
<tr>
<th>Examination</th>
<th>SC Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Biology</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Biology (SL) 4, 5, 6, or 7</td>
<td>BIOL 1408</td>
<td>4</td>
</tr>
<tr>
<td>Biology (HL) 4, 5, 6, or 7</td>
<td>BIOL 1408 &amp; BIOL 1409</td>
<td>8</td>
</tr>
<tr>
<td><strong>Business and Management</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Business and Management 4, 5, 6, or 7</td>
<td>BUSI 1301</td>
<td>3</td>
</tr>
<tr>
<td><strong>Chemistry</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chemistry (SL) 4, 5, 6, or 7</td>
<td>CHEM 1411</td>
<td>4</td>
</tr>
<tr>
<td>Chemistry (HL) 4, 5, 6, or 7</td>
<td>CHEM 1411 &amp; CHEM 1412</td>
<td>8</td>
</tr>
<tr>
<td><strong>Computer Science</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Computer Science (SL) 4, 5, 6, or 7</td>
<td>COSC 1301</td>
<td>3</td>
</tr>
<tr>
<td><strong>Economics</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Economics (SL) 4, 5, 6, or 7</td>
<td>ECON 2301</td>
<td>3</td>
</tr>
<tr>
<td>Economics (HL) 4, 5, 6, or 7</td>
<td>ECON 2301 &amp; ECON 2302</td>
<td>6</td>
</tr>
<tr>
<td><strong>English</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>English (SL) 4, 5, 6, or 7</td>
<td>ENGL 1301</td>
<td>6</td>
</tr>
<tr>
<td>English (HL) 4, 5, 6, or 7</td>
<td>ENGL 1301 &amp; ENGL 1302</td>
<td>6</td>
</tr>
<tr>
<td><strong>History of the Americas</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>History of the Americas (SL)</td>
<td>HIST 1301</td>
<td>3</td>
</tr>
<tr>
<td>History of the Americas (HL)</td>
<td>HIST 1301 &amp; HIST 1302</td>
<td>6</td>
</tr>
<tr>
<td><strong>Mathematics</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mathematics 5, 6, or 7</td>
<td>MATH 1332 3 or 4 MATH 1414</td>
<td>3 or 4</td>
</tr>
<tr>
<td>Further Mathematics (SL) 4, 5, 6, or 7</td>
<td>MATH 1332</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics (SL) 5, 6, or 7</td>
<td>MATH 1414</td>
<td>4</td>
</tr>
<tr>
<td>Mathematics (HL) 4, 5, 6, or 7</td>
<td>MATH 2412 &amp; MATH 2413</td>
<td>8</td>
</tr>
<tr>
<td><strong>Modern Languages</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spanish Language A1 or A2 (SL) 4, 5, 6, or 7</td>
<td>SPAN 1411 &amp; SPAN 1412</td>
<td>8</td>
</tr>
<tr>
<td>Spanish Language A1 or A2 (HL) 4, 5, 6, or 7</td>
<td>SPAN 1411, 14 SPAN 1412, SPAN 2311 &amp; SPAN 2312</td>
<td>14</td>
</tr>
<tr>
<td>Spanish Language B (SL) 4, 5, 6, or 7</td>
<td>SPAN 1411 &amp; SPAN 1412</td>
<td>8</td>
</tr>
<tr>
<td><strong>Music</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Music (SL) 4, 5, 6, or 7</td>
<td>MUSI 1306</td>
<td>3</td>
</tr>
<tr>
<td>Music (HL) 4, 5, 6, or 7</td>
<td>MUSI 1306, MUSI 1211 &amp; MUSI 1116</td>
<td>6</td>
</tr>
<tr>
<td><strong>Philosophy</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Philosophy (SL or HL) 4, 5, 6, or 7</td>
<td>PHIL 1301</td>
<td>3</td>
</tr>
<tr>
<td><strong>Physics</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Physics (SL) 4, 5, 6, or 7</td>
<td>PHYS 1401 &amp; PHYS 1402</td>
<td>8</td>
</tr>
<tr>
<td>Physics (HL) 4, 5, 6, or 7</td>
<td>PHYS 1401 &amp; PHYS 1402</td>
<td>8</td>
</tr>
<tr>
<td><strong>Psychology</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Psychology (SL or HL) 4, 5, 6, or 7</td>
<td>PSYC 1301</td>
<td>3</td>
</tr>
<tr>
<td><strong>Social and Cultural Anthropology</strong></td>
<td>ANTH 2351</td>
<td>3</td>
</tr>
<tr>
<td><strong>Theatre Arts</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Theatre Arts (SL or HL) 4, 5, 6, or 7</td>
<td>DRAM 1310</td>
<td>3</td>
</tr>
<tr>
<td><strong>Visual Arts</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Visual Arts (SL or HL) 4, 5, 6, or 7</td>
<td>DRAM 2366</td>
<td>3</td>
</tr>
</tbody>
</table>

### Grading System

The following grading system is used at South Texas College:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Interpretation</th>
<th>Grade Points Per Cr. Hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>4</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>3</td>
</tr>
<tr>
<td>C</td>
<td>Satisfactory</td>
<td>2</td>
</tr>
<tr>
<td>D</td>
<td>Minimum</td>
<td>1</td>
</tr>
<tr>
<td>F</td>
<td>Failing</td>
<td>0</td>
</tr>
<tr>
<td>I</td>
<td>Incomplete</td>
<td>Not Computed</td>
</tr>
<tr>
<td>W</td>
<td>Withdraw</td>
<td>Not Computed</td>
</tr>
<tr>
<td>AUD</td>
<td>Audit</td>
<td>Not Computed</td>
</tr>
<tr>
<td>CR</td>
<td>Credit Given for</td>
<td>Not Computed</td>
</tr>
<tr>
<td>N</td>
<td>Non-Credit</td>
<td>Not Computed</td>
</tr>
<tr>
<td>S</td>
<td>Passing</td>
<td>Not Computed</td>
</tr>
<tr>
<td>P</td>
<td>Not Passing</td>
<td>Not Computed</td>
</tr>
<tr>
<td>NP</td>
<td>In Progress</td>
<td>Not Computed</td>
</tr>
</tbody>
</table>

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

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

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

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

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

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

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

Semester and Cumulative GPA Calculation
All grade points earned by a student, including developmental courses and the College Success course, will be included in the computation of the semester grade point average and cumulative grade point average. In the case of a repeated course, the last grade recorded will be used in the computation.

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

<table>
<thead>
<tr>
<th>Level of Academic Status</th>
<th>GPA Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>Good Standing</td>
<td>Cumulative GPA is 2.00 or above</td>
</tr>
<tr>
<td>Academic Probation</td>
<td>Cumulative GPA has dropped below 2.00</td>
</tr>
<tr>
<td>Continued Academic Probation</td>
<td>Previously on Academic Probation or Continued Academic Probation and cumulative GPA is below 2.00, but current semester GPA is 2.00 or above</td>
</tr>
<tr>
<td>Academic Suspension</td>
<td>Previously on Academic Probation or Continued Academic Probation and cumulative GPA is below 2.00 and current semester GPA is below 2.00</td>
</tr>
</tbody>
</table>

Academic Probation
Academic Probation is a system of monitoring student grades in all South Texas College courses in order to identify students who are experiencing difficulty in making satisfactory progress.

Academic Probation occurs at the end of any semester when a student’s cumulative GPA drops below 2.00.

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

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

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

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

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

Students not meeting Placement Standards to enroll in freshman-level coursework and not qualifying for a TSI exemption are required to
enroll in and attend developmental course(s) work until they meet the Placement Standards for those skills. Students placing in one or more Developmental courses must also enroll in and attend a College Success course (EDCS 0101 Educational College Success, EDUC 1300 Learning Framework, PSYC 1300 Learning Framework, CSFH 0101 College Success for Healthcare) during their first semester, until they successfully exit the course. Students who fail to comply with policies and procedures may be withdrawn from all of their classes except College Success and may not earn any college credit hours for the semester. Students who withdraw, are withdrawn from, or do not enroll in their required developmental classes are entitled to a one semester-long waiver which will allow them not to be withdrawn from all their academic classes, but they must enroll in the appropriate developmental class(es) the following semester or sooner. Being withdrawn from academic classes will affect Financial Aid status.

Attendance Policy

South Texas College policy states:

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

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

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

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

Student Code of Conduct

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

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

The Student Code of Conduct is available in the Student Handbook, which can be found online at http://www.southtexascollege.edu/current/index.html or by contacting the Office of Student Rights and Responsibilities at 956-872-2180.

Academic Honors

Honors Program

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

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

Admission Requirements

Students must apply for admission to the Honors Program and once accepted they must sign an Honors Program Student Course Contract for each Honors course registered. Applications may be obtained from the Academic Excellence Office or website. Each application will be reviewed and admission will be determined by the Academic Excellence Office. Students may apply at any time during the academic year. For further information about the Honors Program, contact the Academic Excellence Office 956-872-6440.

To be eligible to apply for the STC Honors Program, students currently enrolled at STC must be Texas Success Initiative (TSI) complete and must have a cumulative college GPA of 3.25. Students entering STC following graduation from high-school must have a cumulative high-school GPA of 3.5.

To apply, the student must:

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

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

Curriculum Structure, Honors Instruction

The Honors Curriculum is concentrated in coursework designated as select STC Core Curriculum and Bachelors of Applied Technology courses at South Texas College.

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

Honors Program Graduation

Students, who have applied for an Associate degree and have completed 12 credit hours of Core Curriculum Honors courses and maintained a 3.25 or higher GPA, will graduate from the Honors Program.

Students, who have applied for the Bachelors of Applied Technology degree and have completed 12 credit hours of BAT Curriculum Honors courses (including Capstone) and maintained a 3.25 or higher GPA, will graduate from the Honors Program.

Phi Theta Kappa International Honor Society - Beta Epsilon Mu Chapter

The purpose of Phi Theta Kappa is to recognize and encourage scholarship among associate degree students.

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

Each fall and spring semester invitation for membership is extended by the Beta Epsilon Mu Chapter to students who are currently enrolled,
have completed at least 12 academic transferrable credit hours of coursework leading to an associate degree, and have a cumulative GPA of 3.5 or higher (transferable courses only).

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

**Valley Scholars Program**

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

Valley Scholars are Hidalgo and Starr County high school graduates in the top 10 percent or within an 80 percent grade point average. Students in the program receive a scholarship, individualized advisement, academic excellence workshops, annual college tours, employment and leadership opportunities on campus, and transfer scholarship opportunities.

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

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

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

**President's Honor Roll**

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

**Vice President's Honor Roll**

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

**Educational Programs**

**Certificate Programs**

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

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

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

Level Two Certificates (CT2) consist of 30-51 credit hours and require completion of TSI Liable for graduation.

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

Advanced Technical Certificates have a specific associate degree as a pre-requisite for admission and are designed to be focused and justifiable to meet industry or external agency requirements. These certificates consist of 16-45 credit hours.

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

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

**Specialization**

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

**General Education Requirements**

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

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

**Transfer Programs**

**Baccalaureate Programs**

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

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

The B.A.T. in Computer and Information Technologies consists of the 42 credit-hour Core Curriculum, 39-41 credit hours of lower-division technical specialty courses, and 39 credit hours of upper-division coursework in Technology Management.

The B.A.T. in Medical and Health Services Management consists of the 42 credit hour Core Curriculum, 33 credit hours of lower-division technical specialty courses, and 45 credit hours of upper-division coursework.

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

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

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

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

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

**Core Curriculum**

The Core Curriculum includes courses in communication, mathematics, life & physical sciences, language, philosophy & culture, creative arts, American history, government/political science, social and behavioral sciences, and a core component option area. All students are required to complete the Core Curriculum before receiving an A.A. or A.S. degree (Exceptions apply for some degree plans. Contact an academic advisor for more information).

If a student successfully completes the entire 42 credit hour core curriculum at STC, that block of courses must be transferred to any other public institution of higher education in Texas and will be substituted for the receiving institution's core curriculum.

A course approved as a Texas Core Curriculum course at one institution must be applied to the student's set of core courses at any other institution in Texas.

**Field of Study Curriculum**

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

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

**Graduate Guarantee**

Subject to the conditions listed below, South Texas College guarantees that students earning the Certificate of Completion, Associate of Applied Science Degree, Bachelor of Applied Science or Bachelor of Applied Technology, will have the job skills necessary for entry-level employment in the technical field for which they have been trained.

If an employer judges the graduate as lacking in skills identified as exit competencies for the program of study, the graduate will be provided up to 12 tuition-free credit hours of additional training.

Special conditions which apply to this guarantee are as follows:

1. The graduate must have earned the Certificate of Completion, Associate of Applied Science degree, Bachelor of Applied Science or Bachelor of Applied Technology beginning September 1994, or thereafter in a Technical/ Vocational/Occupational program identified in the College catalog.
2. The graduate must have completed the degree or certificate program with the College (with 75% of credits earned at the College) and must have completed the graduation requirements within a 3 year time span for the Certificate of Completion, a 5 year time span for the Associate of Applied Science, and a 7 year time span for the Bachelor of Applied Technology, or Bachelor of Applied Science.
3. The graduate must be employed full-time in an area directly related to the area of program concentration as certified by the appropriate career program chair.
4. Employment must commence within 12 months of graduation.
5. The employer must certify in writing that the employee is lacking entry-level skills identified by the College as the exit level program goal to develop a written educational plan for retraining.
6. The employer, graduate, program chair, counselor, and appropriate faculty member will develop a written educational plan for retraining.
7. Retraining will be limited to 12 credit hours related to the identified skill deficiency and to those classes regularly scheduled during the period covered by the retraining plan.
8. All retraining must be completed within a calendar year from the time the educational plan is agreed upon.
9. The graduate and/or employer is responsible for the cost of books, insurance, uniforms, fees, and other course-related expenses.
10. The guarantee does not imply that the graduate will pass any licensing or qualifying examination for a particular career.
11. The students’ sole remedy against the College and its employees for skills deficiencies shall be limited to 12 credit hours of tuition-free course work under conditions described above.
12. Activation of the "Graduate Guarantee Program" may be initiated by the graduate through contact with the appropriate academic dean within 90 days of the graduate’s initial employment.

**Graduation Requirements**

South Texas College awards the Bachelor of Applied Science, Bachelor of Applied Technology, Associate of Art, Associate of Science, Associate of Applied Sciences degrees and the Certificate of Completion.

A student who enrolls at South Texas College during any academic year and who earns credit for work done during that year may graduate under the degree requirements provision of the catalog in force in the student's first semester of enrollment, provided that the student graduates within seven years for a bachelor degree program, within five years for an associate degree program, and within three years for a certificate program. Otherwise, the student may graduate by fulfilling the degree requirements as published in the catalog in force at the time of the student's graduation.

**Graduation Ceremony**

The ceremonies for graduation are held in May and December or at such other times determined by the Board based upon the needs of the College.
Although participation is optional, graduates are strongly encouraged to participate in the ceremony in order to be recognized for their accomplishment.

**Bachelor of Applied Science and Bachelor of Applied Technology**

To be awarded the Bachelor of Applied Science or Bachelor of Applied Technology degree, the student must satisfy the following requirements:

1. Complete the appropriate course of study for a Bachelor of Applied Science or Bachelor of Applied Technology program as specified in the College catalog. Developmental, or other non-credit, coursework does not apply toward graduation requirements.
2. South Texas College will accept a maximum of 90 credit hours of applicable coursework transferred from another accredited college or university toward a Bachelor of Applied Science or Bachelor of Applied Technology degree granted by STC.
3. Maintain a minimum average of "C" (2.0 GPA) for all courses in the area of specialization and a minimum overall cumulative average of "C" (2.0 GPA) in all other courses.
4. Pay all debts to the College prior to graduation.

**Associate of Art**

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

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

**Associate of Science**

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

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

**Associate of Applied Science**

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

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

**Certificate of Completion**

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

1. Complete a course of study for a Certificate of Completion program as specified in the College catalog. Developmental, or other non-credit, coursework does not apply toward graduation requirements.
2. South Texas College requires that at least 25% of the required semester credits be completed through South Texas College.
3. Maintain a minimum average of a "C" (2.0 GPA) for all courses in the area of specialization and a minimum overall cumulative average of "C" (2.0 GPA) in all other courses.
4. Pay all debts to the College prior to graduation.
SUPPORT SERVICES

The Office of Student Affairs

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

Academic Advising

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

Academic Advisors

During a student’s first year in college, Academic Advisors utilize a case management approach to provide advisement sessions at critical points in the semester in order to help students stay on track for completion of their educational pathway.

Services offered by the Advisement Centers:
- Point of contact for students during their first year of college
- Academic Advising
- Assistance with preparing student education plan
- Degree Progress Reports
- Referrals to appropriate services
- Case Management Services

NOTICE: The student is responsible for seeking academic advisement, for knowing and complying with South Texas College's assessments and the State of Texas-Texas Success Initiative Rule (TSI) requirements of their declared degree or certificate program, and for taking courses in the proper sequence to ensure progress toward his/her educational goals. Students are encouraged to visit with an advisor every semester for academic advisement. Advisors are available for walk-ins on a first come first serve basis. Please call one of the numbers listed below for additional information.

956-872-8372 / 1-800-742-7822

Providing Academic Support to Students (PASS)

PASS began in 1993 as Project HOPE with the goal of assisting single mothers in completing a postsecondary education by helping them pay for childcare. As the program grew it became apparent that our participants had a variety of needs ranging from financial to academic and emotional. The program grew to accommodate those needs and became known as the Together in Achievement (TIA) and Striving Towards A Non-traditional Degree (STAND) programs. Demand for the services that TIA and STAND provided grew to such an extent that in the Fall of 2000 it was expanded to include all Technical/Vocational majors and was re-named PASS.

Today, the PASS Program which is funded by a grant from the Texas Higher Education Coordinating Board with funds from the Carl D. Perkins Career and Technical Education Act of 2006 focuses on the following:
- Career and Technical Education programs
- Retention and Transfer
- Elimination of barriers to special population students (single parents, displaced homemakers, non-traditional students, economically disadvantaged, and individuals with disabilities).
- Graduation

PASS provides specialized case management services for students with Career and Technical Education majors, Associate of Applied Science majors, or Certificate majors. The PASS Program is able to assist eligible students in the following areas:
- Case Management
- Career/Academic Advising
- Referral Services
- Child Care Assistance (Enrolled Full-Time)
- Lending Library (Textbook Assistance)

For more information, visit the Technology Campus, Bldg. B-181 or call 956-872-6315.

Counseling and Student Disability Services

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

The Path to Success

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

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

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

Student Disability Services
- Classroom Accommodations and Assistive Technology

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

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

Student Activities & Wellness
The Department of Student Activities and Wellness enhances the student experience through the development and delivery of programs and services complimentary to Texas College’s efforts towards student access, retention and ultimate graduation ensuring that students are engaged and receive a complete college experience.

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

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

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

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

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

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

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

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

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

Student Success Specialist
All continuing students with a declared major are encouraged to meet with their respective student success specialist before registration to discuss course selection and preparation of degree plans. The student success specialists serve as liaisons between Instructional Divisions and Student Support Services. They also provide specialized divisional advising, promote timely completion of a degree, and assist students with graduation process and requirements. The following is a list of Instructional Divisions for which student success specialists are available to assist students. Please visit http://studentservices.southtexascollege.edu/advising/ to find out location information for student success specialists.

• Math, Science and Bachelor Programs
• Business and Technology
• Liberal Arts and Social Sciences
• Distance Learning Programs

Student I.D. Cards
All students are responsible for obtaining an identification card at the time of initial registration with the college. Students should carry their Student ID card at all times to be identified as a current student, and to access student support services: including the library, campus computer labs, and the Centers for Learning Excellence. Student identification cards are issued to students free of charge and are available at the Enrollment and Student Information Centers district wide. The Student ID card replacement fee is $15.

Health Services
South Texas College does not provide health care services. The College is close to several health care facilities and will utilize the 911 system in an emergency situation.
Student Rights and Responsibilities

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

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

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

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

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

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

The Student Code of Conduct is available in the Student Handbook, which can be found online at http://life.southtexascollege.edu/student-rights-and-responsibilities/student-conduct/, or by contacting the Office of Student Rights and Responsibilities at 956-872-2180.

Official Statement Relating to Students with Contagious Diseases

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

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

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

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

Clinical Requirements of (Nursing and Allied) Health Programs

Before assignment to a clinical or cooperative study, a student must have on file with the Clinical Affairs Specialist all of the following:

- Proof of required immunizations:
  - Measles, Mumps and Rubella (MMR) 2 doses
  - Hepatitis B (complete 3 immunization series)
  - Tdap (Tetanus/diphtheria/pertussis) within 10 years
  - Varicella 2 doses
  - Meningitis (students under the age of 22 state requirement)
  - Current T.B. test results (yearly)-if positive, chest X-ray required every 2 years
  - Influenza (required from August-April)

- Proof of Health/Medical Insurance or Sickness and Accidental Insurance (available through STC)

- Current Infant-Child-Adult CPR certification (Healthcare Provider or BLS Provider from the American Heart Association)

- Technical Performance Standards-signed statement of ability to perform technical standards for nursing or allied program of study.

- Current Malpractice Insurance of at least $1 million available through STC (included with tuition)

- Criminal background check clearance through approved agencies

- Drug and alcohol screening (results must be negative)

- Completion of Student Clinical/Practicum/Hospital Orientation

- Valid I.D. (Current Driver's License, Texas I.D., Passport with photo and signature)

- Social Security Card ¹

¹ Social security card is required for the Patient Care program and Phlebotomy courses.

Immunization Requirements

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

Students for whom these requirements are not applicable are strongly encouraged by the institution to obtain them for their own protection.

- Measles, Mumps and Rubella (MMR): Proof of Immunization as defined by the Texas Department of Health Standards or proof of Immunity by disease.
- Tetanus/Diphtheria/Pertussis (Tdap): Proof of “booster” dose administered within the last 10 years.
- Hepatitis B Virus Vaccines: Written certification of serological immunity or completed series of Hep B vaccinations (3 shot series).
- Chicken Pox (Varicella): Proof immunity by disease, immunization or serological immunity.
Students enrolled at STC will assume full cost of any immunizations. Inquiries concerning any exemptions to these requirements should be directed to the Clinical Affairs Specialist for Nursing and Allied Health Programs. STC Nursing and Allied Health Programs are not accepting immunizations from international medical sources. Vaccines must be validated and administered from a U.S. medical source.

Bacterial Meningitis
Effective January 1, 2012, Texas Senate Bill 1107 requires all entering students at public and private or independent institutions of higher education to have an initial bacterial meningitis vaccination or booster dose during the five-year period preceding, or at least 10 days prior to, the first day of the first semester. Students affected by the mandate must submit proof of vaccination before the 10th class day to the Enrollment Center.

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

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

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

South Texas College wants to stress the importance of consulting a physician about the need for an immunization against bacterial meningitis to prevent the disease. Meningitis is a very serious, sometimes fatal, disease that is easily spread on college campuses and we are trying to take all of the proper precautions to protect the health and well-being of our students.

Voluntary Student Accident Insurance
South Texas College makes available to all enrolling students accident insurance coverage.

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

Students have the following options in regards to purchasing insurance:

- Have own insurance (BCBS, Aetna, or Medicaid, Medicare, VA, etc.)
- STC policy (insurance must be purchased on line)
Student Eligibility for Federal Aid

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

1. Fill out a Free Application for Federal Student Aid (FAFSA)
2. Meet all Department of Education eligibility requirements including but not limited to:
   a. Have financial need,
   b. Have a high school diploma or a General Education Development (GED) Certificate, or demonstrate Ability-to-Benefit,
   c. Register with the Selective Services, if required,
   d. Be a U.S. citizen or eligible non-citizen,
   e. Have a valid Social Security Number.
3. Be enrolled or accepted for enrollment as a regular student working toward a degree or certificate in an eligible program.
5. Ability to Benefit1 – a student who does not have a high school diploma or an equivalent such as a GED certificate, or who was not homeschooled and who first enrolls in an eligible program of study on or after July 1, 2014 can only become eligible for Title IV, HEA student assistance using one of the following ATB alternatives if the student is also enrolled in an “eligible career pathway program” as defined in section 484(d)(2) of the HEA:
   • Pass an independently administered, Department of Education approved, ATB test
   • Complete at least six credit hours, or the equivalent coursework (225 clock-hours), that are applicable toward a degree or certificate offered by the postsecondary institution
1 Please check with the Student Financial Services Office for additional information about the Ability to Benefit provisions and eligible career pathway programs.

Financial Need

When you apply for Federal Student Aid, the information you report on the FAFSA is used in a formula established by the U.S. Department of Education. The formula determines your Expected Family Contribution (EFC), an amount you and your family are expected to contribute toward your education. If your EFC is below a certain amount, you will be eligible for a Federal Pell Grant, assuming you meet all other eligibility requirements.

There is not a maximum EFC that determines eligibility for the other financial aid programs. Instead, your EFC is used in an equation to determine your financial need:

Cost of Attendance - Expected Family Contribution (EFC) = Financial Need

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

Cost of Attendance - EFC - Pell Grant and any other Financial Aid = Unmet Need

Applying for Aid: FAFSA and Renewal FAFSA

The Free Application for Federal Student Aid (FAFSA)
The FAFSA is made available each year by the U.S. Department of Education to determine student eligibility for financial aid. The form must be filled out completely and correctly for a student’s eligibility to be calculated correctly. Read the instructions carefully when you complete the FAFSA or the Renewal FAFSA.

Renewal FAFSA

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

When to Apply

We strongly encourage all students to apply as early as possible after January 1st of every year to avoid delays in payment of tuition/fees. Financial aid computers labs are available at all five campus locations (Pecan, Mid-Valley, Starr, Tech, & NAH) to assist students with the application process. Lab hours may vary from location to location; please contact the closest Office of Student Financial Services for more information on availability.

Our Recommended Priority Dates are:

• March 31, 2017 for Fall semester
• October 1, 2017 for Spring semester

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

Steps to Receive Financial Aid

• Step 1: Gather Your Information

Dependent students are required to provide parental information on their FAFSA and independent students are not. If you are not sure you if you are a dependent or independent student please see the dependency status section to find out.

Here is a list of documents you will need:

1. Your Social Security card (and your parents’, if you are a dependent student)
2. Your alien registration or permanent resident card (if you are not a U.S. citizen)
3. Your (and your spouse’s, if married) Income Tax Return
4. Your Parents’ Income Tax Return (if you are a dependent student)
5. Your W-2 forms and other records of money earned
6. Any untaxed income records including child support paid or received
7. Your current bank statements
8. Your current business and investment mortgage information, business and farm
records, stocks, bonds and other investment records.

- Step 2: Submit the Free Application for Federal Student Aid using the FSA ID (username and password), that replaced the PIN signature for students and parents.

The Free Application for Federal Student Aid (FAFSA) is available online at www.fafsa.ed.gov.

- Step 3: Log-on to JagNet to Find Your Status

After the FAFSA has been submitted and a reasonable amount of time has passed since submission, students may check their status online through JagNet. JagNet is a self-service system provided by South Texas College to allow students the opportunity to access important information on their own without having to call or wait in line.

### Dependency Status

When you apply for Federal Student Aid, your answers to certain questions will determine whether you are considered dependent on your parents. If you are considered dependent on your parents, you must report their income information and assets as well as your own. If you are considered independent, you must report only your own income information and assets (and those of your spouse, if you are married).

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

- You are or will be 24 or older by December 31 of the school year for which you are applying for aid
- You will be working on a master’s or doctorate program on the award year you are applying for (beyond a bachelor’s degree)
- You are married (including common-law marriages) or separated but not divorced
- You have children
- You are an orphan or were a ward of the court (until age 18) or were in foster care
- You are currently serving on active duty in the U.S. Armed Forces for purposes other than training
- You are a veteran of the U.S. Armed Forces
- You are an emancipated minor
- You are or were in legal guardianship
- You are homeless or at risk of being homeless, unaccompanied youth

If you think you have unusual circumstances that would make you independent even though none of the above criteria applies to you, please review the Dependency Override information in the Professional Judgment section of this catalog. The committee reviews all requests from students for dependency override. Dependent students must report only their own income information and assets as well as your own. If you are considered independent, you must report only your own income information and assets (and those of your spouse, if you are married).

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

### Verification

The U.S. Department of Education (DOE) selects Free Applications for Federal Student Aid (FAFSA’s) for a review process called verification. In addition, South Texas College may also select a student for verification if the information submitted appears to be incorrect or conflicting. If you have been selected for verification, South Texas College will be comparing information from your FAFSA with your (and your spouse’s, if you are married) and/or your parent’s Income Tax Transcript, or with W-2 forms or other financial documents. Additional documents may be requested depending on the information to be verified. Dependent students must submit parental information in addition to their own information. Federal Regulations state we have the right to ask students for this information and we must correct conflicting information before awarding Federal Aid.

### Completing Verification

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

### Correcting FAFSA Data

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

### Notification of Completion of Verification

The South Texas College SFS Office relies on the U.S. Department of Education (DOE), to notify students via email that verification changes are confirmed.

### FAFSA Data Matches

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

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

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

- Verification Worksheets: Forms are available at all Student Financial Services Offices and online at http://studentservices.southtexascollege.edu/finaid/forms.html
- Federal IRS Tax Return Transcripts for all people whose income information is required by the U.S. Department of Education.
- In cases where information is conflicting the Student Financial Services Office may request additional proof of untaxed income and benefits.
  - This proof will vary by agency. For example:
    - Untaxed Income Sources
    - Unemployment Benefits-A statement from the agency which provided the benefits.
- Signature requirements:
  - Verification Worksheets
  - Dependent Students - Form must be signed by the student and one parent.
  - Independent Students - Form must be signed by the student

The SFS office will accept and review verification documentation until the Department of Education's published processing deadline.

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

Procedures to Follow When Suspecting Fraud

If you suspect that a student, employee, or other individual has misreported information or altered documentation to fraudulently obtain federal funds, report that individual to the Office of Inspector General (OIG), at 214-661-9530. This includes false claims of citizenship, use of false identities, forgery of signatures of certifications, and false statements of income. Fraud is the intent to deceive as opposed to a mistake.

The National Hotline address is:
Office of Inspector General
US. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-1500

Telephone Number: 1-800-MIS-USED
(1-800-647-8733)

Hours:
M, W 9:00 - 11:00 a.m.
T, Th 1:00-3:00 p.m.

Online:
To submit a complaint online at any time go to https://www2.ed.gov/about/offices/list/oig/hotline.html and click on the appropriate link.

Professional Judgment

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

Dependency Overrides

If extenuating circumstances exist, a professional judgment may be made to override a student’s status from dependent to independent. Please contact the Student Financial Services Office for additional information. Please note, per U.S. Department of Education regulations, none of the conditions listed below, singly or in combination, qualify as unusual circumstances or merit a dependency change:

1. Parents refuse to contribute to the student’s education,
2. Parents are unwilling to provide information on the FAFSA application or for verification,
3. Parents do not claim the student as a dependent for income tax purposes,
4. Student is able to demonstrate total self-sufficiency.

Income Reduction or Income Loss

An adjustment to the income amounts a student reported on their FAFSA application may be made if the student or his/her spouse, or parent (if dependent) have become unemployed, or have experienced a significant decrease in income. If these conditions apply to you or your family please contact the Student Financial Services Office for additional information.

Cost of Attendance Appeals

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

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

Federal Pell Grant

Federal Pell Grant funds are not required to be repaid and are awarded to undergraduate students who have not earned a bachelor's or professional degree. Eligibility for the Federal Pell Grant is partially determined by the number of credit hours in which the student is enrolled during the semester and the Expected Family Contribution (EFC). South Texas College will mail award letters showing student eligibility for Federal Pell Grant.
funds assuming that the students will take at least 12 credit hours per semester.

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

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

**Award Amounts**

Awards are based on the student’s Expected Family Contribution (EFC) as determined by the FAFSA and by a student’s level of enrollment. How much a student may receive will depend on his EFC, his cost of attendance, his enrollment status, and whether student attend school for a full academic year. Student may only receive Pell Grant funds from one institution at a time.

<table>
<thead>
<tr>
<th>Levels of Enrollment</th>
<th>Equivalent credit hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Time</td>
<td>12+ credit hours</td>
</tr>
<tr>
<td>Three Quarter Time</td>
<td>9-11 credit hours</td>
</tr>
<tr>
<td>Half Time</td>
<td>6-8 credit hours</td>
</tr>
<tr>
<td>Less Than Half Time¹</td>
<td>5 credit hours or less</td>
</tr>
</tbody>
</table>

¹ Students enrolled less than full-time may still receive a Pell Grant award if their EFC allows it.

**Eligibility Determination**

To determine if you are eligible, the U.S. Department of Education uses a standard formula, to evaluate the information you report when you apply through the Free Application for Federal Student Aid (FAFSA). The formula produces an Expected Family Contribution (EFC) number. The lower the EFC number, the more aid the student is entitled to receive. Your Institutional Student Information Record (ISIR) contains this number and will tell you if you are eligible.

To be considered for Federal Pell Grant Eligibility, you must:

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

**Additional Requirements**

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

1. Your continued enrollment within a semester: if you withdraw/are withdrawn, you may be required to repay funds awarded to you.

2. Your grades: if you do not earn at least one passing grade in a semester, you may be required to repay funds awarded to you.

3. Developmental courses you attempt: we may only fund 30 credit hours of developmental work over a student's educational career. If a Federal Pell eligible student attempts his 11th or greater developmental course, that course cannot be counted in the students' enrollment status.

4. Repeated Coursework: Beginning July 1, 2011, the definition of a full-time student was amended to allow repeated coursework to count toward enrollment status in term-based programs.

5. Lifetime Eligibility Used: Effective July 1, 2012 students may only receive a Pell Grant for six years of full-time enrollment (equivalent to 12 semesters or 600%) during their lifetime. This change affects all students regardless of when or where they received their first Pell Grant. The maximum amount of Pell Grant funding that a student may receive each year is equal to 100%, this is why the six-year equivalent is 600%.

6. Unusual Enrollment History: Beginning award year 2013-2014 and forward, new regulations have been established to prevent fraud and abuse in the Federal Pell Grant Program by identifying students with unusual enrollment histories. The Student Financial Services Department is required to review the student's enrollment and financial aid record to determine if, during the past three award years the student has legitimate reasons for the unusual enrollment history.

**Attendance Verification**

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

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

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

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

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

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

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

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

Award Amounts
The Student Financial Services Office will award a student up to $500 dollars per semester, depending on the student's financial need, when he/she applies, the amount of other aid received and the availability of funds which appear on your student account (institutional charges). There is no guarantee every eligible student will be able to receive a FSEOG. FSEOG funds are awarded by semester.

South Texas College receives a certain amount of FSEOG funds each year from the U.S. Department of Education’s office of Federal Student Aid. Once the full amount of the school's FSEOG funds has been awarded to students, no more FSEOG awards can be made for that year. This grant works differently from the Federal Pell Grant Program, which provides funds to every eligible student.

Eligibility Determination
To determine if you are eligible, the U.S. Department of Education uses a standard formula to evaluate the information you report when you apply through the Free Application for Federal Student Aid (FAFSA). The formula produces an Expected Family Contribution (EFC) number. Following Federal Regulations, South Texas College awards students with the lowest EFC (zero EFC), who have demonstrated Pell Grant eligibility for the same award year.

To be considered for FSEOG, you must:

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

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

- Your continued enrollment within a semester: if you withdraw/are withdrawn, you may be required to repay funds awarded to you.
- Your grades: if you do not earn at least one passing grade in a semester, you may be required to repay funds awarded to you.
- Developmental courses you attempt: we may only fund 30 credit hours of developmental work over a student's educational career. If a Federal SEOG eligible student attempts their 11th or greater developmental course, that course cannot be counted in the students' enrollment status.
- Repeated Coursework: Beginning July 1, 2011, the definition of a full-time student was amended to allow repeated coursework to count toward enrollment status in term-based programs.
- Unusual Enrollment History: Beginning award year 2013-2014 and forward, new regulations have been established to prevent fraud and abuse in the Federal Pell Grant Program by identifying students with unusual enrollment histories. The Student Financial Services Department is required to review the student's enrollment and financial aid record to determine if during the past three award years the student has legitimate reasons for the unusual enrollment history.

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

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

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

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

**Fund Disbursements**

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

**Iraq & Afghanistan Service Grant**

An otherwise Federal Pell-eligible student whose parent or guardian died as a result of U.S. military service in Iraq or Afghanistan after September 11, 2001, may receive increased amounts of Federal Pell Grant eligibility as Federal Pell Grant Grant eligibility. In a distance education context, documenting that a student has logged into an online class is not sufficient, by itself, to demonstrate academic attendance by the student. A school must demonstrate that a student participated in class or was otherwise engaged in an academically related activity, such as by contributing to an online discussion or initiating contact with a faculty member to ask a course-related question.

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

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

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

**Eligibility Determination**

Examples of this include:

- physically attending a class where there is an opportunity for direct interaction between the instructor and students;
- submitting an academic assignment,
• taking an exam, completing an interactive tutorial, or participating in computer-assisted instruction;
• attending a study group that is assigned by the school,
• participating in an online discussion about academic matters and
• initiating contact with a faculty member to ask a question about the academic subject studied in the course.

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

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

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

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

Federal Pell Grant Lifetime Eligibility Used
In December 2011, President Obama signed into law the Consolidated Appropriations Act, 2012 (Public Law 112-74). Federal regulations mandate that effective July 1, 2012 students may only receive a Federal Pell Grant for six years of full-time enrollment (equivalent to 12 semesters or 600%) during their lifetime. This change affects all students regardless of when or where they received their first Federal Pell Grant. The maximum amount of Federal Pell Grant funding that a student may receive each year is equal to 100%, this is why the six-year equivalent is 600%. Students that have already used 600% of their Federal Pell Grant eligibility will no longer be eligible to receive a Federal Pell Grant starting summer 2012. There are no exceptions to this regulation. Students with 500% or higher but less than 600% may have limited Federal Pell Grant eligibility remaining for the current year.

Calculation of the Percentage Used
The percentages are based on your annual award at full time enrollment status compared to the amount you actually receive in a given year. The amount of aid you receive each academic year is divided by the maximum annual award you are eligible for that year and your annual percentage is determined. Percentages from each year are added to calculate your Lifetime Eligibility Used (LEU). Here are some examples:
If your annual award at full time enrollment is $5775 and you received $5775 for the year, then you have received 100% of your award for that year.
If your annual award at full time enrollment is $3025 and you received $2269 for the year, then you have received 75% ($2269 divided by $3025 = 75%) of your award for that year.
If your annual award at full time enrollment is $5775 and you received $717 for the year, then you have received 12.416% ($717 divided by $5775 = 12.416%) of your award for that year.

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

View and Review Your Federal Pell Grant Lifetime Eligibility Used
The Department of Education keeps track of your LEU by adding together the percentages of your Federal Pell Grant scheduled awards that you received for each award year. You can determine how much Federal Pell Grant you have used and what you have remaining at www.NSLS.ed.gov.

Contact Information for Questions on Federal Pell Grant Lifetime Eligibility Used
South Texas College Financial Aid Staff are available to discuss Federal Pell Grant Lifetime Eligibility Used and answer any questions you may have.

Declining Federal Pell Grant Funds
You may decline all or part of your disbursement of Federal Pell Grant funds that you are otherwise eligible to receive. You may wish to take this action if you expect to qualify for a larger Pell Grant in future years as a result of an expected transfer to a more expensive educational institution or an expected change in your Expected Family Contribution. If you are going to return all or a portion of Federal Pell Grant funds, you must deliver to our Student Financial Services Department, a signed, written statement clearly indicating that you are declining Federal Pell Grant funds for which you are otherwise eligible and that you understand that those funds may not be available once the award year is over. After the statement is submitted, you will then need to return the funds directly to the South Texas College Cashiers Office.

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

**Developmental Coursework Limitation**

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

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

**Example:**

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

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

**Unusual Enrollment History**

Beginning award year 2013-2014 and forward, the U.S. Department of Education has established new regulations to prevent fraud and abuse in the Federal Pell Grant Program by identifying students with unusual enrollment histories. The U.S. Department of Education will be placing an unusual enrollment flag on some of the Free Applications for Federal Student Aid (FAFSA), which indicates that the student has an unusual enrollment history with regard to receiving Federal Pell Grants at multiple institutions. The Student Financial Services Department is required to review the student's enrollment and financial aid record to determine if, during the past four award years (2013-2014, 2014-2015, 2015-2016 and 2016-2017), the student has legitimate reasons for the unusual enrollment history. Our department will identify and contact the students who will be required to resolve this before determining Federal Student Aid eligibility.

**Resolving Unusual Enrollment History**

You will be required to provide academic transcripts from all colleges and universities attended during the review period to South Texas College. The institution will determine whether academic credit hour was earned at each of the previously attended institutions during the past four award years (2013-2014, 2014-2015, 2015-2016 and 2016-2017). Academic credit hour earned is considered to have been earned if the academic records show that you received a grade of “A”, “B”, “C”, or “D” as listed in the Grading System Section of the South Texas College Catalog. If you did not earn academic credit hour at each of the previously attended institutions during the past three award years, you may be ineligible for further Federal Student Aid. The South Texas College Student Financial Services Department has the authority to require official transcripts from the colleges and universities attended during the review period if the documents that you submitted are unclear.

**Appealing an Ineligibility Determination**

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

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

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

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

**Federal Work-Study**

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

The Federal Work-Study Program provides jobs for undergraduate and graduate students with financial need, allowing them to earn money to help pay education expenses. The program encourages community service work and work related to your course of study. The duration of employment under the Federal Work Study Program is from September 1, 2017 through June 30, 2018 for Award Year 2017-2018. The prospective work-study student must go through an interview process with Work Study employers and he/she must obtain a position to earn the funds for which he/she is eligible for. The work study student may or may not earn all the funds that he/she was eligible to receive. Once funds have been exhausted, employment will end.

**Eligibility Determination**

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

**Applying for Work-Study**

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

Additional Information

- For academic reasons, work study students are only allowed to work a maximum of Nineteen hours per week. The total number of hours worked is determined by the student's financial need each award year. Work study students may not earn more than they are awarded, and it will be their responsibility to ensure they do not exceed their award amount.
- Work study students are paid slightly above federal minimum hourly wages. South Texas College will pay student directly at least once a month.
- The work study student will be paid by the hour; no commission or fee may be paid to a work study student.
- The number of Work Study positions available per year for the college is determined by the Federal and State Work Study allocations from the U.S. Department of Education and the Texas Higher Education Coordinating Board respectively, every award year.
- Students can have only one work study job at a time.
- South Texas College offers work study students, positions on-campus and off-campus. The work study student may be assigned to work at any of the South Texas College campuses. If a work study student is assigned to work off-campus, his/her employer will be a private nonprofit organization of a public agency, and the work performed will be in the public interest.

TEXAS Grant (Towards EXcellence, Access and Success)

The TEXAS Grant was established by the Texas Legislature to help well-prepared high school graduates with financial need attend public institutions of higher education in Texas.

*Note: Beginning with academic year 2014-2015, South Texas College will no longer offer initial TEXAS Grant and only students who previously received their initial award at a 2-year institution will continue to be awarded until grant restrictions are met.

Grant Restrictions

Students receiving TEXAS grant who continue in college and who meet the program academic standards can receive award for up to 150 credit hours, completion of a first bachelor's degree, or for five years if enrolled in a 4-year degree plan, or six years if enrolled in a 5-year degree plan, whichever comes first.

Academic Requirements

- Minimum 2.5 cumulative GPA
- Completion of at least 24 credit hour per academic year

Texas Educational Opportunity Grant Program (TEOG)

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

Eligibility

To determine if you are eligible for a TEOG Grant you must complete and submit a FAFSA (or TASFA for state residents only) and have an Expected Family Contribution (EFC) less than or equal to 5430. Funding is limited and priority is given to students who submitted an application prior to March 15, 2017 even though applications are accepted throughout the academic year.

Other requirements include:

- You must be a Texas Resident
- Enrolled in at least half time (6 credit hours),
- Be in the first 30 credit hours in an associate's degree or certificate program at a public two-year institution in Texas
- Have not been granted an associate's degree or bachelor's degree
- If male must register with Selective Service
- Have not been convicted of a felony or crime involving a controlled substance
  - An individual convicted of a crime involving a controlled substance can compete for an award in this program two years after he/she has fulfilled his/her obligation to society.

Grant Restrictions

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

Academic Requirements

The academic requirements for maintaining eligibility are as follows:

End of Initial Year

- Meet South Texas College's Financial Aid Satisfactory Academic Progress (p. 74)

End of Renewal Year

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

Fund Disbursements

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

Texas Public Educational Grant (TPEG)

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

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

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

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

This grant is available for:

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

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

**State Aid for House Bill 1403/ Senate Bill 1528 Students**

**House Bill 1403**
House Bill 1403 was passed in 2001 by the 77th Texas Legislature; this bill was later replaced in 2005 by Senate Bill 11528. Any individual (including citizens, permanent residents, visa holders, and undocumented immigrants) who has lived a significant amount of time in Texas may be eligible to be considered a resident for the purpose of paying in-state tuition. Each bill was codified into the Texas Education Code TEC 54.052 through 54.056.

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

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

**State Aid for Non-Resident Students**

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

**Texas Education Code 54.07 and 54.052(j)**
Students who qualify as residents under Texas Education Code 54.07 and 54.052(j) may be eligible to receive Texas State Aid. For details on the requirements, please consult the Resident Status for Students section of the catalog. Students who feel that they should be considered residents under this policy should begin the process at the South Texas College Enrollment Center.

**Texas Work-Study Program**
The Texas Work-Study Program provides jobs for undergraduate and graduate students with financial need, allowing them to earn money to help pay education expenses. The program encourages community service work and work related to your course of study. The duration of employment under the Texas Work Study Program is from September 1, 2017 through May 31, 2018 for Award Year 2017-2018. The prospective work-study student must go through an interview process with Work Study employers and he/she must obtain a position to earn the funds for which he/she is eligible for. The work-study student may or may not earn all the funds that he/she was eligible to receive. Once funds have been exhausted employment will end.

**Eligibility Determination**

- Student must be meeting Financial Aid Satisfactory Academic Progress Policy (FA SAP).
- Student must have his/her Financial Aid File complete.
- Student must be meeting Financial Aid Satisfactory Academic Progress.
- Student must submit a completed Work Study Application.

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Applying for Work-Study

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

Additional Information

• For academic reasons, work study students are only allowed to work a maximum of Nineteen hours per week. The total number of hours worked is determined by the student’s financial need each award year. Work study students may not earn more than they are awarded, and it will be their responsibility to ensure they do not exceed their award amount.
• Work study students are paid slightly above federal minimum hourly wages. South Texas College will pay student directly at least once a month.
• The work study student will be paid by the hour; no commission or fee may be paid to a work study student.
• The number of Work Study positions available per year for the college is determined by the Federal and State Work Study allocations from the U.S. Department of Education and the Texas Higher Education Coordinating Board respectively, every award year.
• Students can have only one work study job at a time.
• South Texas College offers work study students, positions on-campus and off-campus. The work study student may be assigned to work at any of the South Texas College campuses. If a work study student is assigned to work off-campus, his/her employer will be a private nonprofit organization of a public agency, and the work performed will be in the public interest.

State Exemptions and Waivers

An exemption or a waiver is a payment of all or part of a student’s tuition and fee bill. Effective Fall 2014, Senate Bill 1210 (83rd Texas Legislature, Regular Session) adds a Grade Point Average requirement for persons to receive continuation award with most (not all) state exemptions and waivers. The Bill also establishes a Limit to the award amount for persons to receive continuation award with most (not all) state exemptions and waivers. The Bill also establishes a Limit to the award amount.

Award Amount

Tuition and fees for courses for which the college receives tax support.

Applying for Exemption

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

Blind/Deaf Student Exemption Program

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

Eligibility

Students must be Texas residents, declare a program of study at the time he/she applies for the exemption, provide certification from the Texas Workforce Solutions - Vocational Rehabilitation Services of status as a blind person or a deaf person, enroll in classes for which the college receives tax support (i.e., a course that does not depend solely on student tuition and fees to cover its costs).

Award Amount

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

Applying for Exemption

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

Children of Disabled or Deceased Firemen, Peace Officers, Game Wardens, and Employees of Correctional Institutions

Provide a benefit to the children of eligible persons who have been killed in the line of duty prior to September 1, 2000, or who have been disabled in the line of duty.

Eligibility

Apply before the person’s 21st birthday or, if the person is eligible to participate in a school district’s special education program under section 29.003, age 22.

Had a parent who was a paid or volunteer fireman, paid municipal, county, or state peace officer, or a custodial employee of the Texas Department of Corrections, or a game warden. Are the child of a parent who suffered an injury, resulting in disability or death, sustained in the line of duty. Enroll in classes for which the college receives tax support (i.e., a course that does not depend solely on student tuition and fees to cover its costs). A person may receive an exemption from the payment of tuition and fees only for the first grade.
120 undergraduate credit hours for which he or she registers or age 26, whichever comes first.

**Award Amount**
Exemption from the payment of tuition and required fees for the first 120 undergraduate credit hours for which a person registers. No funds may be used to pay tuition for continuing education classes for which the college receives no state tax support.

**Application Process**
Obtain a sample certification letter from the Texas Higher Education Coordinating Board. Have parent's prior employer complete the sample letter on official letterhead. Submit the letter to the Texas Higher Education Coordinating Board. In the case of a disability, also submit to the Texas Higher Education Coordinating Board a doctor's statement that certifies the disability. The Texas Higher Education Coordinating Board will notify the college or university of the student’s eligibility.

**Military: Children of U.S. Military Who Are Missing in Action or Prisoners of War (MIA/POWS)**
To provide an education benefit to the children of persons listed as Missing in Action or Prisoners of War by the U.S. Department of Defense.

**Eligibility**
- Are Texas residents;
- Are 21 years of age or younger; or 25 years of age or younger and receiving most of his/her support from a parent;
- Have documentation from the Department of Defense that a parent, who is classified as a Texas resident, is missing in action or a prisoner of war; and
- Enroll in classes for which the college receives tax support (i.e., a course that does not depend solely on student tuition and fees to cover its costs).

New requirements Fall, 2014 Senate Bill 1210 (83rd Texas Legislature, Regular Session) adds a Grade Point Average requirement for persons to receive continuation awards through the program. The law also establishes a Limit to the Total Number of Hours, cumulative, that a student may take and continue to receive awards through this program.

**Award Amount**
Tuition, service fees, lab fees, building use fees, and all other fees except room, board or clothing fees, or deposits in the nature of security for the return or proper care of property. No funds may be used to pay tuition for continuing education classes for which the college receives no state tax support.

**Application Process**
Contact the Office of Student Financial Services for additional information on this exemption.

**Firefighters Taking Fire Science Courses**
To encourage persons employed as fire fighters or active members of volunteer fire departments to take college courses designed to help them in their work.

**Eligibility**
Employed as a paid fire fighter by a political subdivision of the State of Texas or active members of volunteer fire departments who hold an accredited advanced certification (or the equivalent), under the State Firemen's and Fire Marshal's Association of Texas volunteer certification program, OR a Phase V (Firefighter II) certification (or the equivalent) under the Texas Commission of Fire Protection's voluntary certification program under Section 419.071, Govt Code. Enroll in courses offered as part of a Fire Science Curriculum. Enroll in courses for which the college receives tax support (i.e., a course that does not depend solely on student tuition and fees to cover its costs). Making satisfactory academic progress toward the student's degree as determined by the institution.

**Award Amount**
Tuition and laboratory fees for courses offered as part of a fire science curriculum. No funds may be used to pay tuition for continuing education classes for which the college receives no state tax support. To receive continuation awards, a firefighter (paid or volunteer) must meet the institution's financial aid academic progress requirements. The exemption may not be applied to additional tuition charged to an undergraduate student with excess or repeated hours under TEC. 54.014(a) or (f), or the additional tuition charged to a graduate student with excess hours under TEC. 61.059(f)(1) or (2).

**Application Process**
Provide the Office of Student Financial Services proof of employment as a paid fire fighter, and enroll in the courses of a Fire Science Curriculum.

**Hazlewood Exemption & Legacy Act**
The Hazlewood Act is a State of Texas benefit that provides qualified Veterans, spouses, and dependent children with an education benefit of up to 150 hours of tuition exemption, including most fee charges, at public institutions of higher education in Texas. This does NOT include living expenses, books, or supply fees.

**Eligibility**
At the time of entry into the U.S. Armed Forces, designated Texas as Home of Record; or entered the service in Texas; or was a Texas resident; Have received an honorable discharge or a general discharge under honorable conditions as indicated on the Veteran's Certificate of Release or Release or Discharge from Active Duty (DD Form 214, member 4 copy); Served at least 181 days of active duty service (excluding training); Have no federal Veteran's education benefits, or have no federal Veterans education benefits dedicated to the payment of tuition and fees only (such as Chapter 33 or 31; Pell and SEOG are not relevant) for term or semester enrolled that do not exceed the value of Hazlewood benefits; Not be in default on a student loan made or guaranteed by the State of Texas; and Enroll in classes for which the college receives tax support (i.e., a course that does not depend solely on student tuition and fees to cover its cost), unless the college's governing board has ruled to let Veterans receive the benefit while taking non-funded courses; and meet the GPA and excessive hour requirement of the institution's satisfactory academic progress policy in a degree or certificate as determined by the institution's financial aid policy.

Veterans who are granted their first Hazlewood Act exemption beginning fall, 2011 must reside in Texas during the semester or term for which the exemption is claimed. This requirement does not apply to the Veterans who either received the exemption prior to the 2011-2012 academic year,
have reenlisted into active duty, or reside with a spouse who is on active duty. Residency must be verified each term that a student applies for the exemption. The applicant will do this by presenting any document with the veteran’s current address within 30 days of application.

Applying for Exemption
Apply and be accepted to a Texas public college or university of his/her choice. Provide proof (DD214, Member 4 copy) from the Department of Defense regarding military service and the nature of discharge; Provide proof of eligibility or ineligibility for GI Bill eBenefits (Chapter 31, 33/Post-9/11) by requesting an education benefits letter from the VA office in Muskogee, OK at 888-442-4551 or www.gibill.va.gov; or requesting a certificate of eligibility from federal education benefits from eBenefits (if Veteran has active duty service after 9/11/2001). An application must be submitted at the beginning of each term.

Fill out the Hazlewood Exemption application form found at Texas Veteran Commission (http://www.tvc.texas.gov/Hazlewood-Act.aspx); and, turn in the Hazlewood application form, a copy of your letter of eligibility/ineligibility, Hazlewood Student hours, and a copy of your DD214 (Member 4) into the financial aid office of the institution you will be attending.

Legacy Act (Child)
Eligible Veterans may assign unused hours of exemption eligibility to a child under certain conditions. A child must qualify for resident tuition; be the biological child, stepchild, adopted child, or claimed as a dependent in the current and previous tax year; be 25 years old or younger on the first day of the semester or term for which the exemption is claimed (unless granted an extension due to a qualifying illness or debilitating condition); and meet the GPA and excessive hour requirements of the Institution’s satisfactory academic progress policy in a degree or certificate program as determined by the institution’s financial aid policy. Legacy recipients will receive an exemption for the number of degree certified hours reported by the Institution for that term or semester. Maximum degree certified hours awarded to the Legacy recipient will be dependent upon the degree or certificate program in which the student is enrolled for that term or semester and shall be consistent with the program as defined within the school catalog as approved by the regional accreditation commission. Make satisfactory academic progress in a degree, certificate, or continuing education program as determined by the institution. *If a child to whom hours have been delegated fails to use all of the assigned hours, a Veteran may re-assign the unused hours that are available to another child. Only one child can use the Hazlewood Act at a time.

Legacy Act Application Process
A child (legacy recipient) of a Veteran must apply and be accepted to a Texas public college or university. Fill out the Hazlewood application form found at the Texas Veteran Commission (http://www.tvc.texas.gov/Hazlewood-Act.aspx), along with the Veteran filling out the Hazlewood application provide proof of eligibility or ineligibility for GI Bill eBenefits (Chapter 31, 33/Post-9/11) by requesting an education benefits letter from the VA office in Muskogee, OK at 888-442-4551 or http://www.gibil.va.gov; or by requesting a certificate of eligibility for federal education benefits from eBenefits (if Veteran has active duty service after 9/11/2001). You will need to create a username and password to request your certificate of eligibility; take application, letter of eligibility/ineligibility (if needed), along with a copy of the Veteran’s DD214 (Member 4), to the Financial Aid Office of the institution you will be attending. Application and all supporting documentation must be received by the institution no later than the last day of class of a term in order to be evaluated for that semester or term.

Hazlewood Act for Spouse/Child
The Hazlewood Act is also extended to spouses and dependent children of eligible active duty, Texas National Guard, and Air National Guard Veterans who died in the line of duty or as a result of injury or illness directly related to military service, are missing in action, or who became totally disabled for purposes of employability as a result of a service-related injury or illness. Each child and spouse will receive a 150 credit hour exemption. Note: A child of a qualified Veteran who is not 100% disabled or has a service connected death may qualify for benefits under the Hazlewood Legacy Program.

Eligibility
A spouse must be a spouse of a Veteran who, at the time of entry into the U.S. Armed Forces, was a Texas resident, be classified by the institution as a Texas resident, designated Texas as Home of Record, or entered the service in Texas; Be a spouse of a Veteran of the U.S. Armed Forces, Texas National Guard, or Texas Air National Guard who died as a result of service-related injuries or illness, is missing in action, or became totally disabled (100%) as a result of a service-related injury or illness or is entitled to receive compensation at the 100% rate due to individual employability (IU) due to a service connected injury or illness; have federal Veterans education benefits, or have federal Veterans education benefits dedicated to the payment of tuition and fees only (such as Chapter 33 or 31; Pell and SEOG are not relevant) for term or semester enrolled that do not exceed the value of Hazlewood benefits; meet the GPA and excessive hour requirements of the institution’s satisfactory academic progress policy in a degree or certificate program as determined by the institution’s financial aid policy. This requirement does not apply to the spouse of a MIA, KIA or service connected deceased Veteran.

A child must be a child of a Veteran who, at the time of entry into the U.S. Armed Forces, be classified by the institution as a Texas resident, designated Texas as Home of Record, or entered the service in Texas; be a child of a Veteran of the U.S. Armed Forces, Texas National Guard, or Texas Air National Guard who died as a result of service-related injuries or illness, is missing in action, or became totally disabled (100%) as a result of a service-related injury or illness or is entitled to receive compensation at the 100% rate due to individual employability (IU) due to a service connected injury or illness; have no federal Veterans education benefits, or have no federal Veterans education benefits dedicated to the payment of tuition and fees only (such as Chapter 33 or 31; Pell and SEOG are not relevant) for term or semester enrolled that do not exceed the value of Hazlewood benefits; and meet the GPA and excessive hour requirement of the institution’s financial and policy. This requirement does not apply to the child of a MIA, KIA, or service connected Veteran.

Application Process for Spouse/Child
A spouse or child of a Veteran whose death was service connected, is MIA, or is 100% permanently disabled must apply and be accepted to a Texas public college or university. Provide a DD-214 and a disability rating letter or a DD-1300 for term or semester enrolled that do not exceed the value of Hazlewood benefits; and meet the GPA and excessive hour requirement of the institution’s financial and policy. This requirement does not apply to the child of a MIA, KIA, or service connected Veteran.

Application Process for Spouse/Child
A spouse or child of a Veteran whose death was service connected, is MIA, or is 100% permanently disabled must apply and be accepted to a Texas public college or university. Provide a DD-214 and a disability rating letter or a DD-1300 for term or semester enrolled that do not exceed the value of Hazlewood benefits; and meet the GPA and excessive hour requirement of the institution’s financial and policy. This requirement does not apply to the child of a MIA, KIA, or service connected Veteran.
Report of Casualty regarding the Veteran’s death; provide proof of eligibility or Ineligibility for GI Bill® benefits (Chapter 31, 33/Post 9-11) by requesting an education benefits letter from the VA office in Muskogee, OK at 888-442-4551 or www.benefits.va.gov or by requesting an educational benefits letter from the VA at ebenfits. (If Veteran has active duty service after 9/11/2001). You will need to create a username and password to request your certificate of eligibility. Fill out the Hazlewood Exemption application form found at Texas Veteran Commission (http://www.tvc.texas.gov/Hazlewood –Act.aspx). Take applications, letter of eligibility / ineligibility (if needed), along with a copy of the Veteran’s DD-214 (Member 4), to the financial aid office of the institution you will be attending. Applications and all supporting documentation must be received by the institution no later than the last day of class of a term in order to be evaluated for that semester or term.

**Exemption for Highest Ranking High School Graduate**

To provide an award to students graduating top in their classes in high school.

**Eligibility**

Texas residents, nonresidents, or foreign students; Graduate from an accredited high school in the State of Texas; and Graduate with the highest ranking in their high school.

**Award Amount**

Tuition during both semesters of the first regular session immediately following the student's high school graduation. Fees are not covered. No funds may be used to pay tuition for continuing education classes for which the college receives no state tax support.

1 This exemption may be granted for any one of the first four regular sessions following the individual's graduation from high school when in the opinion of the institution's president the circumstances of an individual case, including military service, merit the action.

**Applying for Exemption**

Students must provide a copy of the certificate received from the high school confirming the highest ranking to the Office of Student Financial Services.

**Exemption for Peace Officers Disabled in the Line of Duty**

To provide a benefit to persons who were injured in the line of duty while serving as Peace Officers.

**Eligibility**

Are Texas residents, Enroll in classes for which the college receives tax support (i.e., a course that does not depend solely on student tuition and fees to cover its costs). A person may not receive an exemption under this section if the person is enrolled in a master’s degree program or is attending postgraduate courses to meet the requirements of a doctoral degree program and the person has previously received a doctoral degree and received an exemption under this section for a semester or session while attending a postgraduate course to meet the requirements of the doctoral degree program. A person may not receive an exemption under this section for more than 12 semesters or sessions while the person is enrolled in an undergraduate program or while the person is attending only undergraduate courses.

**Award Amount**

The maximum award is exemption from the payment of tuition and required fees for not more than 12 semesters or sessions. No funds may be used to pay tuition for continuing education classes for which the college receives no state tax support.

**Applying for Exemption**

The disabled peace officer must work directly with the registrar of the public institution of higher education and submit satisfactory evidence of his/ her status as a disabled peace officer as required by that institution.

**Exemption for Peace Officers Enrolled in Law Enforcement or Criminal Justice Courses**

**Program Purpose**

To encourage persons employed as peace officers to take college courses designed to help them in their work.

**Eligibility**

Employed as a Peace Officer by the state of Texas or by a political subdivision of Texas. Enrolled as an undergraduate in an undergraduate program, including certificate, associate and baccalaureate degrees leading to a law enforcement-related or criminal justice certificate or degree. Enroll in classes beginning fall 2011 or later. Enroll in classes for which the college receives tax support (i.e., a course that does not depend solely on student tuition and fees to cover its costs).

Making satisfactory academic progress toward the student’s degree as determined by the institution. Apply for the exemption at least one week before the last date of the institution’s regular registration period for the applicable semester or other term. Have not previously attempted a number of credit hours for courses taken at any Texas public institution of higher education while classified as a resident student for tuition purposes in excess of the maximum number specified in TEC Section 61.0595 (a) (30 credit hours beyond the degree requirement). To receive a continuation award, the police officer must meet the institution's financial aid academic progress requirements.

**Award Amount**

Tuition and laboratory fees for courses offered as part of a law enforcement-related or criminal justice curriculum which pertain to the major requirements of the identified programs are eligible for reimbursement. Courses not directly related to law enforcement or criminal justice are not eligible for reimbursement even though they may be required for completion of the certificate or degree. No funds may be used to pay tuition for continuing education classes for which the college receives no state tax support.

**Application Process**

Provide the Office of Student Financial Services proof of employment as a paid police officer, and
enroll in the courses of a law enforcement or criminal justice curriculum.

**Exemption for Students Under Conservatorship of the Dept. of Family and Protective Services**

**Program Purpose**
To provide college financial assistance to students who were in foster care when they turned 18 years of age.

**Eligibility**
As of spring 2010 a student is exempt from the payment of tuition and fees authorized in this chapter, including tuition and fees charged by an institution of higher education for a dual credit course or other course for which a high school student may earn joint high school and college credit, if the student: was under the conservatorship of the Department of Family and Protective Services: on the day preceding the student’s 18th birthday; on or after the day of the student’s 14th birthday, if the student was also eligible for adoption on or after that day; or on the day the student graduated from high school or received the equivalent of a high school diploma; or on the day preceding the date the student is adopted, if that date is on or after September 1, 2009; or the date permanent conservatorship of the Department of Family and Protective Services: on the day preceding the student’s 18th birthday; on or after the day of the student’s 14th birthday, if the student was also eligible for adoption on or after that day; or on the day the student was determined eligible for the benefit, the benefit continues indefinitely.

**Award Amount**
Tuition and fees for courses for which the college receives tax support; however, once a student has been determined eligible for the benefit, the benefit continues indefinitely.

**Applying for Exemption**
Provide the Office of Student Financial Services written proof, from the Department of Family and Protective Services (DFPFS), of eligibility.

**Other Exemptions & Waivers**
- Exemption Program for Clinical Preceptors and Their Children
- Concurrent Enrollment Waiver (Enrollment in Two Texas Community Colleges)
- TAPS for Tuition Program
- Waiver for College Faculty and their Dependents
- Economic Development and Diversification Waiver
- Waiver of Nonresident Tuition for Foreign Service Officers Stationed in Mexico Attending Public Institutions of Higher Education in Texas
- Spouse and Dependents Who Previously Lived in Texas
- NATO Forces
- Research Assistants and Teaching Assistants Waiver

Visit www.collegeforalltexas.com or http://studentservices.southtexascollege.edu/finaid/exemptions_waivers.html

**Student Loans**
South Texas College provides Alternative Education Loans through the Hinson-Hazlewood College Access Loan Program administered by the Texas Higher Education Coordinating Board (THECB) and Sallie Mae Undergraduate Smart Option Loan. These loans are intended for educational expenses. South Texas College does not participate in any type of Federal Title IV student loan program. Therefore, Direct and FFEL Stafford Loans and Federal Perkins Loans are not an option at this institution.

**College Access Loan**
The College Access Loan (CAL) Program provides an alternative type of educational loan to Texas students. Applicants do not have to demonstrate financial need and the loan may be used to cover all or part of a student’s Cost of Attendance minus any financial aid received.

**Eligibility Requirements**
- Be a Texas resident
- Be enrolled in at least 6 credit hours per semester
- Be enrolled in a course of study leading to a certificate, associate’s or higher degree
- Meet the satisfactory academic progress requirements set by the institution
- Receive a favorable credit evaluation or provide a cosigner who has good credit standing and meets other requirements. Please refer to www.hhloans.com for further information about eligible cosigners.

For information on the College Access Loan (CAL) you may contact the Texas Higher Education Coordinating Board at 1-800-242-3062 or www.hhloans.com.

**Sallie Mae Smart Option Loan**
The Sallie Mae Smart Option Student Loan is a private student loan that is offered to undergraduates and managed by Sallie Mae Inc. Find out more at www.salliemae.com.

**Eligibility Requirements**
- Be enrolled in at least 3 credit hours per semester

**Loan Request Deadline**
All loans offered by South Texas College have a deadline for requesting school certification set by the Office of Student Financial Services. Loan certification requests must be received by the Office of Student Financial Services by 5:00pm on Census date (12th class day) of the semester for which the loan is being requested. Loans received after the deadline will not be certified.

**Transfer Students With Federal Loans**
Even though South Texas College does not participate in any federal loan programs, it is possible to postpone repayment of your loan from another school. Under certain circumstances, you can receive a deferment or forbearance on your loan which will allow payments to be temporarily suspended on your loan.

If you are temporarily unable to meet your repayment schedule but are not eligible for a deferment, you may receive a forbearance for a limited and specified period. During forbearance,
your payments are postponed or reduced. Whether your loans are subsidized or unsubsidized, you will be charged interest. If you don't pay the interest as it accrues, it will be capitalized. If you are unsure if your situation will allow you to qualify for forbearance, contact your loan servicer and speak with a customer representative about being unable to stay on track with payments. All loan servicers are there to help you avoid default which may cause you more economic hardship in the future.

Deferments and forbearances are not automatic. If you have a Direct Stafford Loan, you must contact the Direct Loan Servicing Center to request either option. If you have a FFEL Stafford Loan, you must contact the lender or agency that holds your loan. For either program, you may have to provide documentation to support your request. You must continue making scheduled payments until you receive notification that the deferment or forbearance has been granted.

Veterans Educational Benefits
South Texas College is approved for training veterans under the provisions of the various public laws commonly called the G.I. Bill®. A veteran with entitlement can receive a monthly check varying in amount with his/her course load. For a veteran eligible for Chapter 33, the following may be available: A tuition and fee payment that is paid to your school on your behalf, monthly housing allowance, and annual books and supplies stipend. A spouse or child of a veteran may receive benefits under certain conditions.

Veterans or their families who think they may be eligible for benefits should contact their local Veterans Administration office or the STC Veteran Affairs office. Please visit the Veteran Affairs office or call 1-888-442-4551.

Students receiving V.A. educational benefits must adhere to the V.A. Satisfactory Progress Standards. More information on these standards is available from the Office of Student Financial Services.

Chapter 33 Post-9/11 GI Bill
If you have at least 90 days of aggregate active duty service after Sept. 10, 2001, and are still on active duty, or if you are an honorably discharged Veteran or were discharged with a service-connected disability after 30 days, you may be eligible for this VA-administered program. If you are eligible for the Post 9-11 GI Bill® and any other GI Bill® program you must make an Irrevocable election of the Post 9/11 GI Bill® before you can receive any benefits. For more information visit http://www.benefits.va.gov/gibill/post911_gibill.asp

Chapter 30 Montgomery GI Bill Active Duty (MGIB-AD)
The MGIB-AD program—sometimes known as Chapter 30—provides education benefits to Veterans and Service members who have at least two years of active duty. For more information visit http://www.benefits.va.gov/gibill/mgib_ad.asp

Chapter 1606 Montgomery GI Selected Reserve (MGIB-SR)
The MGIB-SR program provides education and training benefits to eligible members of the Selected Reserve, including the Army Reserve, Navy Reserve, Air Force Reserve, Marine Corps Reserve and Coast Guard Reserve, and the Army National Guard and the Air National Guard. Eligibility for this program is determined by the Selected Reserve components and VA makes the payments. For more information visit http://www.benefits.va.gov/gibill/mgib_ssr.asp

Chapter 1607 Reserve Educational Assistance Program (REAP)
REAP provides educational assistance to members of the Reserve components called or ordered to active duty in response to a war or national emergency declared by the president or Congress. For more information visit http://www.benefits.va.gov/gibill/reap.asp. The National Defense Authorization Act of 2016 ended REAP on November 25, 2015. Some individuals will remain eligible for REAP benefits until November 25, 2019, while others are no longer eligible for REAP benefits.

Chapter 35 Survivors and Dependent Assistance
The Dependents' Educational Assistance (DEA) program offers education and training opportunities to eligible dependents of Veterans who are permanently and totally disabled due to a service-related condition or of Veterans who died while on active duty or as a result of a service-related condition. For more information visit http://www.benefits.va.gov/gibill/survivor_dependent_assistance.asp

Fry Scholarship
The Marine Gunnery Sergeant John David Fry Scholarship is currently available for children of those who died in the line of duty after September 10, 2001. Beginning January 01, 2015, Fry Scholarship will also be available for surviving spouses of those who died in the line of duty or as a result of a service-related condition. For more information visit http://www.benefits.va.gov/gibill/survivor_dependent_assistance.asp

Chapter 31 Vocational Rehabilitation
The Vocational Rehabilitation and Employment (VocRehab) program is authorized by Congress under Title 38 of the United States Code, Chapter 31. It is sometimes referred to as the Chapter 31 program. VocRehab helps Service members and Veterans with service-connected disabilities prepare for, find, and maintain suitable careers. For more information visit http://www.benefits.va.gov/vocrehb/index.asp

Tuition Assistance
The Tuition Assistance (TA) program provides financial assistance for voluntary off-duty education programs in support of a Soldier's professional and personal self-development goals. TA is available for courses that are offered in the classroom or by distance learning. The courses must be offered by schools that are registered in GoArmyEd and are accredited by accrediting agencies that are recognized by the U.S. Department of Education. For more information visit https://www.goarmyed.com/public/public_money_for_college-tuition_assistance.aspx

Hazlewood Act
The Hazlewood Act is a State of Texas benefit that provides qualified Veterans, spouses, and dependent children with an education benefit of up to 150 hours of tuition exemption, including most fee charges, at public institutions of higher education in Texas. This does NOT include living expenses, books, or supply fees. For more information visit http://

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Scholarships
A scholarship is a type of gift aid that is awarded to a student based on a set of pre-established criteria that is decided by the donor or awarding entity. Students at South Texas College are awarded scholarships from a variety of sources including, but not limited to, academic departments, external donors, campus clubs/organizations, and/or grants. These scholarships are administered in compliance with federal, state, and institutional policies that govern the awarding process.

Students are encouraged to visit http://studentservices.southtexascollege.edu/scholarships/ for the latest available scholarships. Please note that each scholarship has a variety of eligibility requirements and each will have a designated application process.

Overaward policy
Federal and state regulations mandate that a student's total financial aid package (grants and other resources) cannot exceed the student's financial need. Financial need is defined as Cost of Attendance minus Expected Family Contribution (EFC calculated by your FAFSA). Once a student has been selected as a scholarship recipient, the office of Student Financial Services must ensure that the student is not over awarded. An overaward occurs when the student's financial aid package exceeds his or her financial need.

External Scholarship Checks
External scholarship checks must be made payable to South Texas College, and must include the student's name and ID number. Checks may be mailed to the address below or submitted in person to the office of Student Financial Services at any South Texas College campus. Awarding of a scholarship will only take place once the check has been received.

South Texas College
Attn: Financial Aid
3201 West Pecan Boulevard
McAllen, Texas 78501

Third Party Programs
Texas Workforce Solutions - Vocational Rehabilitation Services (TWS - VRS)
The Texas Workforce Solutions - Vocational Rehabilitation Services (TWS-VRS) offers payment of tuition and other services to students who have certain physical disabilities. The Vocational Rehabilitation Division must approve the vocational objectives selected by the student before funds are awarded. Interested applicants should contact the nearest office of Texas Workforce Solutions - Vocational Rehabilitation Services.

Applying for TWS-VRS
To apply for VR services, call, write or visit the TWS-VRS office nearest you and request an appointment to meet with a counselor. If you need help in locating a TWS-VRS office in your area, you may call 1-800-628-5115. When you contact the local office, please let us know if you need translator services or other accommodations for your appointment.

How much money can I get?
TWS-VRS covers tuition and fees, books and sometimes supplies up to an approved amount. The TWS-VRS issues purchase orders to the financial aid office with specified amounts for each student's tuition and fees. The financial aid office cannot increase awards without written authorization from TWS-VRS. If a student withdraws or has any changes in fees, monies must be returned to TWS-VRS, a student is not eligible for any reimbursement.

Program Restrictions
A student cannot receive financial aid simultaneously with TWS-VRS funds. TWS-VRS requires that other aid must be awarded first. If in the event that a student completes or is eligible for any other aid, the TWS-VRS award will be cancelled, unless written authorization from TWS-VRS has been given.

Workforce Innovation Opportunity Act (WIOA) / Trade Adjustment Act (TAA)
WIOA/TAA is the Workforce Innovation Opportunity Act/ Trade Adjustment Act, and its purpose is to provide workforce innovation activities that increase the employment, retention, and earnings of participants. WIOA/TAA programs are intended to increase occupational skills attainment by participants and improve the quality of the workforce, reduce welfare dependency, and enhance the productivity and competitiveness of the nation. WIOA/TAA authorizes several job training programs including Adult Employment and Training Activities, Youth Activities, and Job Corps. Students interested in applying for WIOA/TAA should contact their local WorkFORCE center.

Applying for WIOA/TAA
Prior to enrollment at South Texas College a student should contact their local Workforce Solution Center to determine eligibility and types of assistance available to them.

Workforce Center Locations
North Hidalgo County
2719 W. University Drive
Edinburg, Texas 78539
Phone: 956-380-6008, Fax: 956-316-2626

Cameron County
601 East Harrison Avenue
Harlingen, Texas 78550
Phone: 956-429-9266, Fax 956-412-2199

West Hidalgo County
901 Travis St., Suite 7
Mission, Texas 78572
Phone: 956-519-4306, Fax: 956-519-4388

Willacy County
700 FM 3168
Raymondville, Texas 78580
Phone: 956-689-3412, Fax: 956-690-0285

Starr County
5408 Brand St. Ste. 1
Rio Grande City, Texas 78582
Phone: 956-487-9100, Fax: 956-487-9190

East Hidalgo County
1600 N. Westgate Ste. 400
Weslaco, Texas 78596
Phone: 956-969-6100, Fax: 956-969-6190

Office for Business Partnership
3101 W. Bus 83
McAllen, Texas 78501
Phone: 956-928-5000, Fax: 956-664-8987

Corporate Office
3101 W. Bus 83
McAllen, Texas 78501
WIOA/TAA Contracts
WIOA/TAA covers tuition, fees, books, equipment, tools and uniforms up to an approved amount. The WIOA/TAA contract also specifies a contract end date in which the student will not be awarded unless a modification has been received from WIOA. A student who is approved under a program must be registered in courses that are on the degree plan. WIOA/TAA does not cover developmental courses, repeat courses (unless approved by WIOA/TAA) and courses not a part of the degree plan.

Award Disbursements
A student can not receive financial aid and WIOA/TAA funds. A student cannot receive VIDA and WIOA/TAA at the same time because both are state funded grants. Any funds remaining will not be issued until after enrollment has been verified.

Valley Initiative for Development and Advancement (VIDA)
VIDA is a workforce development program designed to respond to the job training needs of the Rio Grande Valley’s Empowerment Zones. Participants of the program will be recruited and trained to qualify for higher paying jobs available in the Rio Grande Valley.

Long-term training (1-2 years) will be limited to targeted occupations with identified job openings. Customized training (less than 1 year) will be made available through a contractual partnering between VIDA, industry and local community colleges. Applications are available at VIDA satellite offices. Students needing more information on VIDA may contact the STC Financial Aid office.

Eligible Majors
Interested students must be majoring in one of the following degrees in order to apply for the VIDA program,

One Year Certificate Programs
- Accounting Clerk
- Automotive Technology
- Computer Aided Drafting & Design Technology
- Computer Maintenance Technology
- Diesel Technology
- Electronic & Computer Maintenance Tech
- Electronic Servicing Tech
- EMT-Intermediate
- EMT-Paramedic
- Health Unit Coordination Tech
- Heating, Ventilation, Air Conditioning & Refrigeration
- Import/Export
- Industrial Systems Maintenance Tech
- Medical Information Specialist
- Nursing-LVN
- Nursing-LVN/ADN Transition
- Precision Manufacturing
- Secretary

Two Year Associate Degree Programs
- Accounting
- Administrative Assistant
- Auto Technology
- Child Care & Development
- Communication Service Tech
- Computer Maintenance Tech
- Computer Support Specialist
- Diesel Tech
- E-Commerce
- Electronic Equipment & Computer Maintenance
- Electronic Semiconductor Tech
- EMT/Emergency Medical Technology
- Health & Human Services
- Health Information Tech
- Heating, Ventilation, Air Conditioning & Refrigeration
- Import/Export
- Legal Assisting
- Legal Secretary
- Minicomputer Specialist
- Networking Specialist
- Nursing-RN
- Occupational Therapy Assistant
- Pharmacy Technology
- Physical Therapist Assistant
- Precision Manufacturing Tech
- Public Service Administration
- Radiologic Tech
- Webmaster Specialist

Students interested in applying for the VIDA program must contact VIDA directly at 417 S. Ohio Mercedes, TX 78570, 1-800-478-1770, or http://www.vidacareers.org/.

VIDA Program
VIDA covers tuition and fees, books and sometime supplies up to an approved amount. The VIDA program forwards Memo's to the financial aid office with specified amounts for each student's tuition and fees. The financial aid office cannot increase awards without written authorization from VIDA. If a student withdraws or has any changes in fees, monies must be returned to VIDA, and the student will not be eligible for reimbursement.

Award Disbursement
A student cannot receive financial aid and VIDA funds. A student cannot receive VIDA and WIOA/TAA at the same time because both are state funded grants. Any funds remaining will not be issued until after enrollment has been verified.

College Savings Plans
Texas Guaranteed Tuition Plan (formerly Texas Tomorrow Fund)
The Texas Guaranteed Tuition Plan is a program that allows Texas families to lock in the cost of tomorrow's college tuition and fees required as a condition of enrollment. For more information, contact the Texas tomorrow Fund/Texas Guaranteed Tuition Plan at 1-800-445-GRAD or check with the Student Financial Services Office. If funds are available the TGTP covers only the following charges:
- Tuition
- Registration Fee
- Information Technology Fee
- Learning Support Fee
- Student Activity Fee
Financial Aid

Satisfactory Academic Progress

The purpose of the Valley Scholars Program is to recognize and promote academic excellence by providing financial assistance, academic support services, mentoring, and leadership development to academically gifted and highly motivated students. To be eligible for this scholarship, a student must be a graduate from an accredited Hidalgo or Starr County high school, graduate within the top 10% or with an 85 average or above, maintain a 3.25 GPA in any college course completed during high school, be TSI Ready or TSI Exempt, and submit a Free Application for Federal Student Aid to South Texas College. You calculate the pace at which a student is progressing by dividing the total number of credit hours successfully completed or earned at the end of each semester by the total number of credit hours attempted at the end of each semester; if the result is greater than or equal to 67%, the student is meeting the requirement of pace of progression by semester. The chart below shows credit hour totals and the number of credit hours that must be completed to meet this requirement. Developmental remedial course work will be counted in the 67% calculation after each semester.

67% Cumulative Progression

This table contains the Attempted credit hours and the Earned/Completed credit hours required to meet 67% progression by semester.
2. Maximum Time Frame (MTF): is the pace at which students must progress through their program of study to ensure that they will graduate within a maximum time frame; students must complete their program of study within a period no longer than 150% of the published length of the program. This is measured by dividing the number of credit hours that the student has attempted by the number of credit hours that are required to complete the student’s program of study. If the student reaches 150 percent or if the result of the division is 1.5, then the student has reached Maximum Time Frame. The graph below contains three examples.

Maximum Time Frame Rule = Total Attempted Credit Hours / Program of Study Required Credit Hours Completion

<table>
<thead>
<tr>
<th>Total Attempted Credit Hours</th>
<th>Completion Percentage</th>
<th>Maximum Time Frame Reached</th>
<th>Has student reached Maximum Time Frame?</th>
</tr>
</thead>
<tbody>
<tr>
<td>182 Credit Hours</td>
<td>1.52</td>
<td>1.49</td>
<td>Yes</td>
</tr>
<tr>
<td>179 Credit Hours</td>
<td>1.49</td>
<td>1.50</td>
<td>No</td>
</tr>
<tr>
<td>62 Credit Hours</td>
<td>1.48</td>
<td>1.52</td>
<td>No</td>
</tr>
</tbody>
</table>

In the first example, the program of study requires 120 credit hours to graduate. The student has attempted 182 credit hours (182 / 120 = 1.52) and in this case the student is going over 1.50 percent, so student has reached the Maximum Time Frame. In the second example, the program of study requires 120 credit hours to graduate too but the student has attempted 179 credit hours (179 / 120 = 1.49); in this case student has not yet reached Maximum Time Frame. In the third example, the program of study requires 42 credit hours to graduate and the student has attempted 62 credit hours. (62 / 42 = 1.48); in this case, student has not reached Maximum Time Frame.

How are my grades evaluated under the FA Standards of Academic Progress?

- The student’s cumulative Grade Point Average (GPA) must be a 2.0 or higher to satisfy the requirements of the qualitative standard of the Financial Aid Satisfactory Progress Policy.
- Grades of “A,” “B,” “C,” “D” and “P” will be considered credit hours attempted and earned.
- Grades of “F,” “W,” “WP,” “WF,” “DF,” “Df,” “IP,” or “I” will be considered as credit hours attempted for the semester for the 67% Pace of Progress Rule and for the MTF Rule.
- Students who withdraw from the college must still maintain Financial Aid Satisfactory Academic Progress to meet the 67% Pace of Progress Rule and for the MTF Rule.

What happens if I fail to meet the Financial Aid Standards of Academic Progress?

- Following the first semester in which the student does not meet the FA Standards of Satisfactory Academic Progress Policy (except in cases where the student exceeds the MTF limit for the declared program of study), the student will be placed on FA warning for the next semester of enrollment. The student may be allowed to receive financial aid funds while on FA warning as long as they are otherwise eligible.
- Students who are on FA warning and who improve their academic performance as defined by the qualitative and quantitative standards will be placed back in good standing and may be eligible to continue to receive financial aid for following semesters.
- Students who are on FA warning who fail to meet the FA Satisfactory Academic Progress Policy will be placed on FA Suspension and denied further funding until they meet the qualitative and/or quantitative standards again.
- Students who exhaust the Maximum Time Frame allowed for a program of study will be placed on financial aid suspension.
- A student who successfully appeals a GPA or 67% suspension status is placed on FA probation and eligible to receive Title IV aid as long as the student continues to complete 100% of the courses enrolled each semester and earns a term-GPA of 2.0 or higher.
- The student's record is reviewed after the first semester of FA probation. If the student has brought his cumulative GPA back up to a 2.0 and has also successfully completed 67% of the total number of cumulative credits attempted for the FA probation semester, he will be placed on FA good standing.
- If, after the probation period/semester:
  - the student fails to complete 100% of the total number of credits, he will be placed on FA suspension;
  - the student completes 100% of the courses attempted and his cumulative GPA is less than a 2.0 but the term GPA is a 2.0 or better, the student will be eligible for one additional semester of FA probation.
- A student who successfully appeals a 67% suspension status, is placed on FA probation and eligible to receive Title IV aid for as long as the student continues to complete 100% of the courses enrolled each semester and earns a 2.0 GPA or higher.
- The student’s record is reviewed after the first semester of FA probation. If the student has successfully completed 67% of the total number of credits attempted (cumulatively) and his cumulative GPA is a 2.0 or higher, he will be placed on FA good standing.
- If, after the probation period/semester:
  - the student fails to maintain a cumulative GPA of 2.0 or higher, he will be placed on FA suspension;
  - the student successfully completes 100% of the total number of credits attempted for the semester but his cumulative GPA is less than a 2.0, the student will be placed on FA suspension;
  - the student’s cumulative GPA is a 2.0 or higher but he does not complete 100% of the total number of credits attempted for the semester; he will be placed on FA suspension;
  - the student successfully completes 100% of the total number of credits attempted for the semester and his cumulative GPA is a 2.0 or higher, he will be eligible for one additional semester on FA probation.
**Additional Information**

**The Effect of Incomplete Grades**
Courses where the student receives an incomplete (I) at the end of the semester, if they meet the 67% Pace of Progress Rule and/or if the student will be within the Maximum Time Frame Rule limit.

**Complete Withdrawals and the Financial Aid Satisfactory Academic Progress Policy**
Students who withdraw from the college must still maintain FA Satisfactory Academic Progress. A complete withdrawal will always have a negative effect on a student's standing under this policy. Students who withdraw from the college must still maintain FA Satisfactory Academic Progress. A complete withdrawal will always have a negative effect on a student's standing under this policy.

**The Effect of Repeating Courses**
There is no specific limitation on the number of times a student may attempt a course under the Financial Aid Satisfactory Academic Progress Policy. All course attempts, even repeated courses, will count when assessing if student will meet the 67% Pace of Progress Rule and/or the Maximum Time Frame Rule limit. Please see the Maximum Time Frame section of the catalog or the Financial Aid Website, for more information on this.

**Transfer Hours and the 67% Pace of Progress Rule**
Transfer hours which have an STC equivalent are counted in the assessment of the 67% Pace of Progress Rule.

**Transfer Hours and Maximum Time Frame**
Transfer hours which have an STC equivalent are counted in the Maximum Time Frame calculation. Students may request an additional review of transferred courses if these courses count toward graduation at STC in their chosen major by providing a degree plan from the Office of Counseling and Advising. The degree plan will be reviewed by a Financial Aid Officer to determine exactly which transferred credit hours apply to a student's current program of study. Transferred hours that appear on a student's record but do not count toward graduation from the student's current program of study will be eliminated from the total. These reviews are done on a first come first serve basis.

**Summer Sessions Attempted Credit Hours**
Credit hours attempted in any Summer Session will be included in the assessment of the 67% Pace of Progress Rule and the Maximum Time Frame Rule limit. STC offers three summer sessions. All three summer sessions are considered one entire semester when calculating the 67% Pace of Progress Rule and the Maximum Time Frame Rule.

**Academic Probation and Suspension**
Successfully approved Academic appeals for Academic Probation or Academic Suspension (G.P.A. less than a 2.0), have no effect on students’ standing with the Financial Aid Satisfactory Academic Progress Policy; those students will still be on Financial Aid Suspension and would have to appeal their Financial Aid Suspension to our STC Student Financial Services Department. Please reference the Financial Aid Appeals Process section on this document for more information.

**Notification of Status Under the FA Satisfactory Academic Progress Policy**
Students placed on Financial Aid Warning or Financial Aid Suspension will be notified via email and regular mail, of their status after grades are available on STC’s computer system.

**The Effect of Developmental Coursework on the 67% Pace of Progress Rule**
Developmental (or remedial) coursework will be included when calculating the 67% Pace of Progress Rule.

**The Effect of Developmental Coursework on the MTF Calculation**
30 credit hours of developmental coursework can be eliminated from the Maximum Time Frame calculation. After the student attempts more than 30 credit hours of developmental coursework, any additional developmental credit hours attempted will count in the Maximum Time Frame calculation.

**The Effect of Dropping a Course**
Students, who reduce their course load by dropping a course after the semester has begun, risk non-compliance with the 67% Pace of Progress Rule.

**The Effect of FA Suspension on Financial Aid Awards**
Title IV aid consists of grants and work-study; therefore, all grants and work-study awards will be cancelled (or discontinued in the case of work study) if a student is on Financial Aid Suspension.

**Consortium Agreements and the FA Satisfactory Academic Progress Policy**
When South Texas College has a consortium agreement with a participating institution, the student must meet the FA Satisfactory Academic Progress Policy of the institution that is awarding aid.

**Maximum Time Frame Adjustment for Change of Major**
Students who change their major may have credit hours attempted and grades earned excluded from the Maximum Time Frame calculation if those credit hours do not count toward the new major. Exclusion of credit hours from the Maximum Time Frame Calculation will be allowed once, for change of major. All developmental courses and academic courses where the student earned grades of “F”, “W” or “I” will be excluded from the Maximum Time Frame calculation when those courses are between the first major and the second major change; these grades cannot be excluded after the second major. Note that Undeclared Degree seeking major is not a valid major but credit hours taken while under this major will be counted as attempted and earned (or not earned, depending on the grade).

**Students Who Graduate and Return to STC for a Second Degree**
If a student graduates from STC and re-enrolls at STC to pursue another educational program, all developmental courses and academic courses where the student earned grades of “F”, “W” or “I” will be excluded from the Maximum Time Frame calculation. Students may request a review by providing a degree plan furnished by the Office of Counseling and Advising and submitting it to
the Student Financial Services Office for review. The degree plan will be reviewed by a Financial Aid Officer to determine exactly which credit hours from the graduated program apply to the student’s new program of study. Classes from the program the student graduated from, which do not count toward graduation for the new program, will be eliminated from the total. The review for a new degree after graduation is limited to one degree plan review per graduation.

**Exceeding Maximum Time Frame – Appeal Process**

Students who are placed on Financial Aid Suspension because they reached their maximum time frame have the option to appeal, as long as they meet the following requirements:

- Be meeting the cumulative 2.0 GPA;
- Be meeting the 67% cumulative completion rate;
- Graduate within the semester where Maximum Time Frame Appeal was submitted;
- Provide degree plan signed by South Texas College Student Success Specialist;
- Submit a FA Appeal, including the FA Academic Plan to the South Texas College Student Financial Services Office.

Appeals will be approved/disapproved by the Student Financial Services Director. If an FA Appeal is approved, the student will be placed on financial aid probation and will be expected to follow the FA Academic Plan. Students can check the status or decision of their financial aid appeal two weeks after submitting it, by login in to their JagNet account and checking the financial aid active messages section of it.

**67% and/or GPA - Appeal Process**

Students who fail to meet the STC FA Satisfactory Academic Progress Policy because of unusual circumstances, such as (illness, death in the family, accidents, etc.) have the right to appeal. During the appeal process the student must be prepared to pay his/her own expenses, such as tuition, fees, books, supplies, etc. Please follow the procedure below to appeal a FA suspension.

- A Financial Aid Appeal, including the FA Academic Plan, must be obtained from and submitted to the STC Student Financial Services Office.
- Documentation supporting the extenuating circumstances must be available for review.
- Appeals will be approved/disapproved by the Financial Aid Committee. If a FA Appeal is approved, the student will be placed on FA probation and expected to follow the FA Academic Plan.
- All decisions made by the Financial Aid Committee are final.
- Student can check the status or decision of his financial aid completed appeal two weeks after submitting the appeal, by login in to his JagNet account and checking the financial aid active messages section of it.

**Federal Return of Title IV Funds Policy Withdrawals**

When a student who is a Title IV recipient withdraws, there are two policies related to finance that the student should be familiar with. The first is STC’s Tuition Refunds Policy, which is located in the Financial Information Section of this catalog. The second policy is the U.S. Department of Education’s Return of Title IV Funds policy, which is described below. These two processes are managed by different offices and have different requirements and deadlines and can be a little confusing. If you have questions after reviewing the Financial Information of this catalog and the Return of Title IV Funds information please contact the office that is responsible for administering the process that you have questions about. The STC Student Financial Services Office may be reached at 956-872-3575, and the Cashier’s office may be reached at 956-872-3455 or both may be reached at 1-800-742-7822.

**Policy Summary**

The Title IV Programs that are covered by this policy at STC are the Federal Pell Grant, Iraq and Afghanistan Service Grants and the Federal Supplemental Educational Opportunity Grants (FSEOGs). The Higher Education Amendments of 1998, Public Law 105-244 (the Amendments of 1998) substantially changed the way funds paid toward a student’s education are handled when a recipient of Title IV funds withdraws from school. If a Title IV recipient withdraws from school after beginning attendance, (Note that in a distance education context, documenting that a student has logged into an online class is not sufficient, by itself, to demonstrate academic attendance by the student, a definition of attendance for financial aid purposes is provided under Eligibility Issues in this catalog), the amount of aid earned by the student must be determined; if the amount disbursed to the student is greater than the amount the student earned, unearned funds must be returned. If the amount disbursed to the student is less than the amount the student earned, and for which the student is otherwise eligible, he or she is eligible to receive a post-withdrawal disbursement of the earned aid that was not received.

**Process for Students Who Withdraw Themselves**

For students who go through the process of officially withdrawing themselves from school, a simple calculation is used to determine the amount of Title IV funds a student has earned as of the date he or she withdrew. The percentage of the period completed is determined by dividing the number of calendar days completed in a semester as of the day the student withdrew, by the total number of calendar days in the semester. The total number of calendar days in a semester includes all days within the term, except for institutionally scheduled breaks of five or more consecutive days. The day the student withdrew is counted as a completed day. This percentage is multiplied by the amount of Title IV Federal Student Aid that was disbursed to the student for the semester. The result is the amount of aid that the student earned. Once the student reaches the 60 percent point in a semester, they have earned 100 percent of their Federal aid and no adjustment is required.

**The Process for Students Who Are Withdrawn or Who Do Not Initiate the Withdrawal Process**

The Return of Title IV funds process is different for students who do not follow the process to officially withdraw and are withdrawn or dropped by the school. For example, the withdrawal date for students who have withdrawn after beginning attendance is the date that the student was withdrawn. Students who do not initiate the withdrawal process will be withdrawn up to the 50 percent point of the semester. If the student is withdrawn on or after the 50 percent point of the semester, the percentage used to calculate
the amount of aid that the student has earned will always be 50 percent. This includes students who are withdrawn by the Student Assessment Center.

Withdrawals from Programs Offered in Modules (Mini-Mesters)

Previously, if a student attending a standard, term-based program offered in modules (at STC these are known as mini-mesters), ceased attendance after completing one module, the student was not considered to have withdrawn, and the school was not required to perform a Return calculation. This is no longer the case; under the October 29, 2010, final regulations, for all programs offered in modules, a student is a withdrawal for Title IV purposes if the student ceases attendance at any point prior to completing the payment period or period of enrollment, unless the school obtains written confirmation from the student at the time of the withdrawal that he or she will attend a module that begins later in the same payment period or period of enrollment.

In addition, for a student in a non-term or nonstandard-term program offered in modules, a student is considered to have withdrawn from the program if the student is not scheduled to begin another course within the payment period or period of enrollment for more than 45 calendar days after the end of the module the student ceased attending, unless the student is on an approved leave of absence. So, for a student in a non-term or nonstandard term program offered in modules who ceases attendance, the student is a withdrawal for Title IV purposes unless the school obtains written confirmation from the student at the time of the withdrawal that he or she will attend a module that begins later in the same payment period or period of enrollment, provided the later module the student will attend begins no later than 45 calendar days after the end of the module the student ceased attending.

When a Student Fails to Earn at Least One Passing Grade

As per Department of Education, students who do not earn at least one passing grade per semester are considered to have withdrawn from school. For example: if a student attempts three courses, withdraws from one course with a “W” and earns “Fs” for the other two courses, or if he or she earns all “Fs” the Student Financial Services Office must assume that the student withdrew from school. The Student Financial Services Office is required to re-calculate their eligibility and remove some of the financial aid funds that were disbursed on their student account. In most cases, students will end up owing South Texas College hundreds of dollars.

At STC, the withdrawal date for students who do not earn at least one passing grade per semester is the last date when they stopped attending school classes. If the student participated in a verifiable, academically-related activity past the 60 percent point of the semester (check with the Student Financial Services Office for dates) and proof of this can be collected then the Student Fees for the Services Office does not have to perform the calculation. The Department of Education has defined acceptable academically-related activities as class attendance, examinations or quizzes, tutorials, computer-assisted instruction, academic advising or counseling, academic conferences, completing an academic assignment, paper, or project, or attending a school-assigned study group. Students may not provide documentation of these activities; documentation must come from either an instructor or in the case of academic advising, the office of Advisement and Mentoring Services.

Return of Title IV Funds Calculation Resulting in Money Owed to South Texas College

If students withdraw or are withdrawn from all of their classes after the 20th class day of a regular semester or the designated end of the refund period of a shorter term, STC will not adjust the cost of tuition and fees (Please reference the Tuition Refunds Policy, which is located in the Financial Information Section of the STC Catalog).

When a return of Title IV funds calculation is performed and aid that was used by the student to pay for tuition, fees, or other institutional charges is returned, students become responsible to repay those funds to STC. The debt must be repaid before the student will be allowed to register for a future semester.

Grant Overpayments

Students who have grant overpayments may contact Default Resolution Group by calling 1-800-621-3115 or by writing to Default Resolution Group at the following address:

U.S. Department of Education
Default Resolution Group
P.O. Box 5609
Greenville, Texas 75403

Three Examples of Return of Title IV Funds Calculations:

Example #1

Barbara was enrolled in for 12 credit hours at STC for the fall semester. When Barbara began classes she received a Federal Pell Grant. She withdrew from her classes 53 days into the semester. Her bill for tuition and fees was $12,560. There are a total of 159 calendar days in the semester, so Barbara earned 33.3 percent of her Title IV aid (53 days completed divided by 159 total days in the payment period). Barbara received a total of $2,675 in Federal Pell Grant funds for the semester. She received a check for the balance of Pell Grant funds in excess of the cost of school after census day.

To determine the amount of Pell Grant funds that Barbara earned, we must multiply the percentage earned by the amount she was eligible to receive.

33.3% X $2,675.00= $890.78

Since Barbara was enrolled for 33.3 percent of the fall semester, according to U.S. Department of Education regulations, she has earned $890.78 of her Pell Grant. The Department of Education requires that STC return $846.25 of the unearned funds from the funds that Barbara used to pay for her tuition and fees. Because Barbara withdrew after the 20th day of class, there will be no reduction of the cost of tuition and fees. Barbara will be responsible to repay STC $846.25 because she withdrew and the funds are no longer available to cover the cost of her tuition and fees.

Example #2

David was enrolled for 12 credit hours in the spring semester, attended a few weeks of his classes.
and decided to leave school. He was eligible for $550.00 in Federal Pell Grant which was posted to his student account to help pay for his tuition. His cost for tuition and fees was $650.00. He did not inform STC of his decision to withdraw, and did not follow the process for withdrawing from school. Joe was dropped from all of his classes for non-attendance, and the Financial Aid office was notified of his withdrawal. The date that he was withdrawn was at the 45 percent point of the semester.

To determine the amount of Pell Grant funds that Joe earned, we must multiply the percentage earned by the amount he was eligible to receive.

45.0% X $550.00 = $247.50

Since Joe was enrolled for 45.0 percent of the spring semester, according to U.S. Department of Education regulations, he has earned $247.50 of his Pell Grant. The Department of Education requires that STC return $357.50 of the unearned funds from the funds that Joe used to pay for his tuition and fees. Because Joe withdrew after the 20th day of class, there will be no reduction of the cost of tuition and fees. Joe will be responsible to repay STC $357.50 because he was withdrawn and the funds are no longer available to cover the cost of his tuition and fees.

Example #3

Danny was enrolled in 6 credit hours for the spring semester, was not withdrawn and did not initiate the withdrawal process. He earned all Fs for the spring semester. The Financial Aid office was unable to find documentation showing that she had attended past the 60 percent point of the semester, and consequently was required to perform a Return of Title IV funds calculation.

As per U.S. Department of Education regulations Danny is entitled to 50 percent of her $1,325.00 Pell Grant award. Danny will be responsible to repay STC $300.

Example of a Return of Title IV Funds Calculation Using the Formula

This example is provided so that a student can derive an approximation of what he would owe if he were to withdraw or if he were to receive non-passing grades, (for non-passing grades, instructors will provide last date of attendance), in a payment period:

- Tuition and Fees: $1,000
  - Tuition and Fees will be the initial tuition and fees. Fees will vary depending on courses taken but typically will include:
    - 3000-4000 Level Course Fee
    - Learning Support Fee
    - Information Technology Fee
    - Electronic Distance Education Learning Fee
    - Hybrid Course Fee
    - Course Repeat Fee
    - Student Registration Fee
    - Drop/Add Fee
- Federal Financial Aid (FA) Disbursement Total: $2,000
- Student withdrew from classes 34 days into the semester; student was not registered in mini-mesters.
- There are a total of 110 calendar days in the semester.
- Student earned 31 percent of his Federal Aid:
  - 34 days completed divided by 110 total days in the payment period.
  - Earned Percentage: 31%
- Then Earned Percentage is multiplied by Federal FA Disbursement Total = Earned funds
  - using above numbers: 31% X $2000 = $620
  - $620 being Earned funds
- Then Federal FA Disbursement Total minus Earned funds = X
  - using above numbers: $2000 - $620 = $1380
  - $1380 being X
- 100% minus Earned Percentage = Unearned Percentage
  - using above numbers: 100% - 31% = 69%
  - 69% being Unearned Percentage
- Then Tuition and Fees in the term times Unearned Percentage = Y
  - using above numbers: $1000 X 69% = $690
  - $690 being Y
- Then the result of, if X is less than Y then choose X, else choose Y; this is the Amount for school to Return
  - using above numbers: Is $1380 < $690? No, then choose $690; this is the Amount for school to return: Y = $690 dollars.
- The Amount for School to Return is subtracted from FA Disbursement Total
  - using above numbers it would be: $2000 - $690 = $1310

The $690 will be the funds for South Texas College to return to Department of Education on student’s behalf and will be what student will owe; there may be other charges included by the institution but those are not discussed here.

The $1310 will be the new adjusted Federal Pell Grant amount that will show in student’s JagNet account for the semester/period he withdrew from.

Tax Benefits for Higher Education

Hope Tax Credit

Program Purpose: It provides a tax credit to families with students in the first two years of college or vocational school, to make post-secondary education more affordable.

Eligibility Requirements are:

- Be enrolled at least 1/2 time an eligible institution in a program leading to a degree, certificate, or other recognized educational credential.
- Cannot have completed the first two years of undergraduate education.
- Have not been convicted of a federal or state felony for possessing or distributing a controlled substance before the end of the tax year in which the student is enrolled.

The Hope Tax Credit could be of up to $1,500 per eligible student per year. Please refer to IRS Publication 970 for information on how to include this credit on your tax forms.

Lifetime Learning Tax Credit

The purpose of the program is to provide a federal tax credit for adult learners—individuals returning to school, changing careers, or taking a course or two to upgrade their skills, and college juniors, seniors, and graduate and professional students. The credit can be claimed by families with one or more individuals in college for all of postsecondary education and for courses to acquire or improve job skills. The award amount can be a tax credit of up to

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to $2000 per return. For more information on how to apply this tax credit, refer to IRS Publication 970.

Frequently Requested Information

Frequently Requested Telephone Numbers and Websites

The STC Office of Student Financial Services maintains an extensive website which contains:

1. Information about aid programs offered at STC at: http://studentservices.southtexascollege.edu/finaid/
2. Information about all subjects related to the financial aid process at STC at: http://studentservices.southtexascollege.edu/finaid/faq.html
3. All STC financial aid forms in.pdf (Adobe Acrobat) format at: http://studentservices.southtexascollege.edu/finaid/forms.html
4. Links to important Federal and State Aid Websites at: http://studentservices.southtexascollege.edu/finaid/websites.html
5. Links to scholarship databases and scholarship sources outside STC at: http://studentservices.southtexascollege.edu/finaid/scholarships.html

The Student Financial Services main web page is: http://studentservices.southtexascollege.edu/finaid/

If you need answers right away to questions about Federal Student Aid, call the appropriate number listed below at the Federal Student Aid Information Center between 9 a.m. and 8 p.m. (Eastern Time), Monday through Friday:

1-800-4-FED-AID (1-800-433-3243)
1-800-730-8913 TDD (for hearing impaired)

The Federal Student Aid Information Center can:
- Answer questions about completing the FAFSA.
- Tell you whether a school participates in the federal student aid programs and that school's student loan default rate.
- Explain federal student aid eligibility requirements.
- Explain the process of determining financial need and awarding aid.
- Send you federal student aid publications
- Find out if your federal student financial aid application has been processed.
- Send you a copy of your Student Aid Report (SAR).
- Change your address.
- Send your application information to a specific school.

Traffic and Parking Rules and Regulations

Parking Permits Required

All students, faculty, and staff must purchase a parking permit for each vehicle or motorcycle that will be parked on South Texas College property. A parking permit does not guarantee a parking space, but does authorize parking in designated areas.

Purchasing a Parking Permit

Parking permits must be purchased online through STC JagNet, accessible on the STC main web page via any internet enabled computer or kiosk. To purchase a permit, all previous parking fines must be paid. JagNet provides an option to have parking permits mailed to a residence or be picked up. If a parking permit has not been picked up within 7 days of payment, the permit will be mailed to your residence. Pick up a parking permit at the following locations:

For Students
- Cashier's office located at each campus (956-872-8311).
- STC Department of Public Safety located at Pecan Plaza: 2509 W. Pecan Blvd McAllen, Texas 956-872-2589

For Faculty and Staff
- Security office at each campus (956-872-2589).
- STC Department of Public Safety located at Pecan Plaza: 2509 W. Pecan Blvd McAllen, Texas 956-872-2589

Parking Permit Fees
- Initial permit $25.00
- Additional or Replacement permit $25.00

Permit Refunds

Refunds can be issued for unused parking permits returned within 15 days of purchase. Subject to approval.

Temporary Parking Permits

Students and employees with permanent parking permits may obtain a temporary parking permit for short periods when a vehicle or motorcycle is not available, at the STC Department of Public Safety located at Pecan Plaza: 2509 W. Pecan Blvd., McAllen, Texas, or at Security Department offices in other locations.

Temporary parking permits may also be obtained by visitors and individuals who are not STC employees or students.

Displaying a Parking Permit

Permits for cars, trucks and SUVs shall be visible and permanently affixed to the inside lower right hand corner (passenger side) of the windshield with only the adhesive on the front face of the permit (do not use tape).

Permits for motorcycles shall be permanently affixed in a clearly visible location with only the adhesive on the opposite side of the permit (do not use tape).

Permits shall be displayed in an upright position and not altered in anyway. Parking permits cannot be transferred from one vehicle to another vehicle.

Issuance of Citations

Texas Education Code Section 51.201 states that laws of the state are in effect for Institutions of Higher Education and violations of state traffic laws may result in the issuance of citations to be adjudicated through municipal courts.

Administrative citations can also be issued for traffic and parking violations. Citations may be based upon video camera recordings.
Individuals who own or operate a vehicle or motorcycle on South Texas College property will be held liable for any citations issued to that vehicle or motorcycle with or without a permit. STC students, faculty, or staff who park in a visitor space will be ticketed with or without a permit displayed.

Examples of citations that may be issued are as follows:

- No parking permit.
- Expired parking permit.
- Misuse of parking permit.
- Improper display of parking permit, including not permanently affixing the permit in the proper location and/or using glue or tape rather than the permit adhesive.
- Parking where prohibited by signs or markings (Fire Lane, Handicap, Faculty/Staff, Visitor, Reserved, Loading/Unloading).
- Parking in Visitor spaces, with or without a permit, while an employee or student at South Texas College.
- Parking in Visitor spaces for longer than the allotted time.
- Parking where there is no designated parking space.
- Parking alongside islands and curbs marked No Parking or painted red.
- Dropping off persons or items in a No Parking or No Dropping Off area.
- Double-parked (encroaching on another parking space).
- Parking in a fire lane (red zone) (subject to tow at owner's expense).
- Failure to come to a complete stop at a stop sign.
- Driving the wrong way.
- Failure to obey roadway signs.
- Parking in a handicapped parking space without properly displaying a valid handicap placard/license plate or disabled veteran license plate issued by the State of Texas. Handicap spaces are not for use by individuals who do not have a handicap, even if the vehicle properly displays a handicap placard/license plate or disabled veteran plate.

Administrative Citation Fees

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<tr>
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<tr>
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</tr>
<tr>
<td>2nd Citation</td>
<td>$50.00</td>
</tr>
<tr>
<td>3rd Citation</td>
<td>$80.00</td>
</tr>
<tr>
<td>4th Citation</td>
<td>$100.00</td>
</tr>
<tr>
<td>5th Citation</td>
<td>$220.00 ($100.00 wheel lock removal fee)</td>
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Fire lane and handicap violations are subject to the city municipal court fines. (City Municipal fines may differ)

Skateboard and Other Appliance Violations

<table>
<thead>
<tr>
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<th>Fee</th>
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<tbody>
<tr>
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<tr>
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<tr>
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<tr>
<td>5th Citation</td>
<td>$90.00</td>
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</table>

Moving Violation Fees

<table>
<thead>
<tr>
<th>Citation</th>
<th>Fee</th>
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<tr>
<td>1st Citation</td>
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<tr>
<td>2nd Citation</td>
<td>$50.00</td>
</tr>
<tr>
<td>3rd Citation</td>
<td>$90.00</td>
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</tbody>
</table>

City Municipal citations vary by jurisdiction.

Wheel Locks

Wheel locks shall be placed on vehicles that have four (4) previous citations and are receiving a 5th citation or for other violations of STC regulations and shall not be removed until all pending citations have been paid and a receipt of payment is presented to the STC Department of Public Safety.

Wheel locks may be placed on vehicles for outstanding parking fines and other parking, security, or police matters. The STC Department of Public Safety is not responsible for damage to vehicles.

Appeals of Citations

Appeals of municipal citations can be made through the city Municipal Court. Appeals of administrative citations must be submitted electronically and no later than fifteen (15) working days from the date of the citation. Appeals turned in after 15 working days will be denied. An appeals committee will review the appeal and forward the decision to the email address provided.

Administrative citation appeals may be submitted as follows:

1. Access JAGNET via any internet enabled computer or kiosk. Select the Security tab and the Appeals tab to submit the appeal electronically.
2. Visit the STC Department of Public Safety located at:
   Pecan Plaza
   2509 W. Pecan Blvd
   McAllen, Texas
   (956-872-2589)

Individuals receiving their first citation, with the exception of Handicap and Fire lane violations, may take an awareness examination and if successful, the fine will be waived. Individuals with multiple citations may have the total of their fines reduced by 50% upon successful completion of the examination. The examination is conducted at the STC Department of Public Safety located at: Pecan Plaza 2509 W. Pecan Blvd. McAllen, Texas (956-872-2589)

Incident or Accident

If you are involved in an incident or accident on South Texas College property that requires emergency assistance, call 911 immediately. For other assistance, contact the STC Department of Public Safety at 956-872-2589.

Campus Security

The mission of the South Texas College Department of Public Safety is to provide a safe educational environment for students, faculty, staff, and campus visitors. This is accomplished through:

1. The education of the college community on crime prevention methods and techniques and the need to assume personal responsibility for safety and security on campus.
2. The development of a comprehensive all hazards emergency response plan to ensure the safety of individuals and the protection of college resources.
3. The acquisition and utilization of state of the art technology to deter crime and protect the college community.
4. The enforcement of all laws, policies, and regulations.

The Chief Administrator of the Department of Public Safety prepares this crime statistics report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. Each year, notification is made to all enrolled students, providing the web site to access this report. Faculty and staff receive similar notification.

Clery Act Statistics
Clery Act Statistics are shown on the South Texas College Department of Public Safety website https://www.southtexascollege.edu/stcdps/cleryact.html

Library Services
South Texas College Library Services is committed to providing a welcoming, learning-centered environment, rich in quality information resources and outstanding services to meet the research, instructional and learning needs of the South Texas College students, faculty, staff and community.

Locations & Services
South Texas College provides library services at the Mid-Valley Campus, Dr. Ramiro R. Casso Nursing and Allied Health Campus, Pecan Campus, Starr County Campus, Technology Campus, La Joya Teaching Center, Pharr Teaching Center, and via the library website (library.southtexascollege.edu).

Library services and resources include:

• Print and electronic books, magazines, journals, newspapers, video, and audio recordings
• Online Research/Subject guides and library tutorials
• Computer labs and printing services
• Librarians and library staff who provide assistance in person, by email, phone, or chat
• Group study rooms and computer workstations

Collections & Databases
South Texas College libraries hold over 142,000 cataloged items, including print and electronic books, video, and audio recordings. The Library subscribes to over 200 print serial publications (newspapers, magazines, and journals) and over 100 research databases. These databases provide electronic access to the contents of several thousand magazines, journals, newspapers, electronic books and other publications. Through Discovery Search, the Library’s print and electronic collection can be searched through a single portal on the library website. The online databases are available on any computer on the College network, including all campus computer labs, faculty and staff computers, and can be accessed from off-campus with your South Texas College username and password.

Computer Labs & Printing Services
Computer access and printing is available at all library locations and the Open Computer Labs. Library Services and Open Lab computers are equipped to provide access to the Internet, to MS Office software, and to other specialized software packages. Wi-Fi and wireless printing are also available at the campus libraries and Open Computer Labs.

Campus to Campus Loan
Students, faculty, and staff on one campus may request items from another campus library be delivered to their campus. Items usually arrive within two business days.

Interlibrary Loan & TexShare
South Texas College students, faculty and staff have access to the collections of several hundred academic and public libraries across the United States through interlibrary loan agreements via Amigos Library Services, TexShare, and OCLC. Materials can be borrowed directly from participating TexShare libraries with a current South Texas College ID card and a TexShare card available from South Texas College campus libraries.

Library Events & Art Gallery
Library Services hosts speakers, art exhibits, movies, and other events at each of our five campus libraries in an effort to engage our community and support the curriculum. Information about upcoming events can be found on the library website (library.southtexascollege.edu).

Centers for Learning Excellence

CLE Overview
The Centers for Learning Excellence (CLE) are STC’s comprehensive learning support and academic tutoring centers. CLE services are free and available to all STC students. Services include drop-in tutoring, appointment tutoring, group tutoring, online tutoring, Supplemental Instruction programs, learning support workshops, and individual test proctoring. Centers are located at Mid-Valley, Nursing and Allied Health, Pecan, Starr County, and Technology campuses.

The CLE helps students foster the learning skills and course content knowledge required for college success. At the CLE, students can receive high-quality tutoring and other academic support resources in a broad variety of subject areas. The CLE has been awarded the highest level of certification status from the College Reading and Learning Association (CRLA), an international organization that certifies academic learning centers based on established best practices for tutor training and evaluation.

The CLE offers a welcoming and comfortable environment where students may access computer lab support with a variety of specialized software programs, private study rooms for student use with or without tutoring assistance, adaptive learning equipment, and numerous reference materials and learning resources.

CLE Service Descriptions

• Individual tutoring is available to students dropping into the center during scheduled hours or by appointment. CLE schedules can be viewed online, and the center can be called to make an appointment.
• Supplemental Instruction, free to students, is a CLE-sponsored program in which a peer learning mentor, called an SI Leader, attends class and holds regular study sessions in order to maximize student success. SI has been shown to increase student course completion
and success and is typically assigned to courses that are seen as academically challenging. Enrollment in SI classes (marked with “+SI Support” in course schedules) is limited, so early registration is encouraged.

- **CLE Open Labs** support students at each STC campus with computer-based resources, specialized software, and knowledgeable lab staff to assist with software and equipment-related needs. Frequently-requested services include wireless set up on personal devices and help with scanners, JagPrint, and Jagnet password support. CLE Open Labs support most programs needed by students for their classes and include specialized software titles such as Microsoft Office Suite 2013, Adobe Master Collection, Creative Cloud, SolidWorks, SketchUp, AutoDesk, MasterCam and many more.

- **Online Tutoring** is available for students whose schedules cannot accommodate traditional on-campus learning support. The CLE offers online tutoring in most subject areas. The service features both real-time and submit-and-return options for paper reviews, which provide prompt assistance to students 24 hours a day /seven days a week. (http://www.southtexascollege.edu/cle/online_tutoring.html)

- **Test Proctoring** is available at the CLE for individual student testing needs. Proctoring services by appointment are provided to any STC student. CLE proctoring services are available on all campuses, and online and paper tests can be administered.

- **Group Tutoring** provides an opportunity for students studying in groups of four or more to obtain up to one hour of tutoring assistance.

- **Student Success Workshops** are informational seminars provided by CLE tutors and staff. The workshops are offered throughout the fall, spring, and summer semesters and cover a variety of subjects, including Texas State Initiative Assessment (TSIA) preparation. Students can learn ways to maximize study time, organize notes, manage time effectively, or master key academic concepts by participating in these sessions. Short videos on a variety of student success subjects are available 24 hours a day (https://www.studentlingo.com/southtexascollege). The workshops are offered throughout the fall, spring, and summer semesters.

Please visit the CLE website (http://www.southtexascollege.edu/cle/index.html) for up-to-date information on tutor schedules, hours of operation, and complete descriptions of the academic support services.

**Alumni and Friends**

The Alumni & Friends Association develops relationships and establishes lifelong connections between South Texas College and its former and current students, leading to increased support for the institution’s mission and goals. The association also reaches out to community members, who are “friends” of the college. It promotes a variety of networks and resources, and offers opportunities to grow professionally and socially.

For more information, call 956-872-8302, or go to alumni.southtexascollege.edu.

**College Connections**

The College Connections Department builds a college-going culture by providing off-site assistance to residents in Hidalgo and Starr counties. College Connection Specialists assist with enrollment, and financial aid, college bound events district-wide. Recruiters promote South Texas College and connect with prospective students to help with the transition into higher education.

For more information, or to schedule a visit with a South Texas College Recruiter, please call 956-872-8391.

**Dual2Degree**

The Dual2Degree Department manages enrollment and support services for high school students admitted to the Dual Credit Program at South Texas College. Department staff provides assistance to dual credit students with the admission and registration process, and supports their academic success through a variety of services such as advisement, orientation, and transition activities. Department staff maintains a unique relationship with community agency representatives, high school counselors, and other school district personnel to ensure they are providing the most efficient and effective service possible.

For further information, please call 956-872-8391 or 1-800-742-7822.

**Student Information and Enrollment Centers**

The Student Information and Enrollment Centers provide accurate and up-to-date information about the college’s programs and services, and are located at each South Texas College campus.

Prospective, new and current students, administration, faculty, staff and the community can obtain college information and enrollment support at both the Student Information and Enrollment Centers. Prospective students are encouraged to visit the Enrollment Center at their nearest Campus to begin the enrollment process.

For more information call 1-800-742-7822.

**Distance Learning**

South Texas College’s Distance Learning Department offers students flexible and convenient opportunities to complete their education.

STC offers Online Associate Programs in the following fields:

- Accounting
- Anthropology
- Business Administration - Transfer Plan
- Communication Studies
- Computer Information Systems
- Computer Science
- Criminal Justice
- Education - Elementary
- Education - 4-8 Generalist
- Education - Secondary
- English
- Political Science (Government)
- Human Resource Specialist
- Interdisciplinary Studies
- Language and Cultural Studies-Spanish Concentration
- Philosophy
- Psychology
- Sociology
- Social Work
STC also offers Certificates in the following fields:

- Accounting Clerk
- Administration of Early Childhood Programs
- Computer Applications Specialist
- Employee and Labor Relations Assistant
- Human Resources Assistant
- Management
- Marketing
- Payroll Assistant
- Recruiter Assistant

STC also offers Bachelor of Applied Technology degrees in the following fields:

- Technology Management
- Computer and Information Technologies
- Medical and Health Services Management
- Organizational Leadership

Distance Learning Courses are offered in a variety of formats: Online, Hybrid, Web-Enhanced, and Videoconferencing.

- Online coursework may be completed from any computer that has Internet access.
- Some instructors require students to take proctored exams. Check the course list for specific information.
- Hybrid classes divide class meeting-time between Internet and on-campus locations.
- Web-Enhanced courses meet on campus as regularly scheduled and have a web component that is either required or elective at the instructor’s discretion.

Information about Distance Learning at South Texas College is available at: http://www.southtexascollege.edu/online/ or email vcadvising@southtexascollege.edu (vcadvising@southtexascollege.edu) or by calling 956.872.2598.

Institutional Research and Effectiveness

The Institutional Research and Effectiveness Team supports student success by broadly engaging all stakeholders in evidence-based decisions and continuous quality improvement. Institutional Research and Effectiveness serves as the hub for reliable and timely data and effectiveness/evaluation planning and support. These efforts are facilitated by two departments; Institutional Effectiveness & Assessment, (IEA), and Research & Analytical Services (RAS).

The Office of Institutional Effectiveness & Assessment (IEA) works to empower the college community to integrate effective planning and meaningful assessment into all institutional practices through collaborative inquiry, self-reflection, and continuous improvement.

Research & Analytical Services (RAS) conducts educational research on topics of importance to the College by collecting and analyzing data from College stakeholders and other sources. RAS provides assistance to South Texas College faculty and staff with qualitative or quantitative research methods, study design, statistical analysis, and survey instrument design and administration.

Data requests should be made through STC’s Data Request Information Portal, which can be found at https://datarequests.southtexascollege.edu.

Institutional Research and Effectiveness maintains two institutional Factbooks (internal & external) that provide institutional data for research and reporting. The Factbook includes data on the success of South Texas College towards Key Performance Indicators of student achievement and success. This data is available at http://www2.southtexascollege.edu/factbook/Goals.aspx

Continuing, Professional and Workforce Education

Continuing, Professional and Workforce Education provides quality and lifelong education opportunities through college and career preparation, career pathway training, customized corporate training and economic development, professional education and development, professional conferences, and personal enrichment courses. The department is committed to empowering all individuals and employers with necessary knowledge, skills and credentials to help them fulfill their personal and professional goals for a better quality of life.

Classes are scheduled with flexible hours, including evenings and weekends throughout Hidalgo and Starr Counties. Classes are delivered both online and in traditional classroom settings. Courses can be scheduled in response to community demand where 11 or more students register for the class. Mandatory Continuing Education Units (CEU) meeting licensing requirements are available for professionals. A Satisfactory (S) or Unsatisfactory (U) grade is earned for continuing education courses. Continuing, Professional and Workforce Education offers ongoing courses through the following 11 institutes:

Institutes

1. Arts and Design
   - Cake Decorating
   - Digital Image
   - Floral Design
   - Guitar
   - Oil Painting
   - Photography
   - Piano
   - Sewing

2. Business and Corporate Training
   - Computerized Accounting
   - Customer Service
   - Effective Coaching
   - Employability Skills (Job Readiness Skills)
   - Frontline Supervisor
   - Interpersonal Skills and Styles
   - Leadership Skills
   - Office Clerk
   - Performance Standards and Measures
   - Presentation Skills
   - Process Mapping
   - Productivity
   - Professional in Human Resources
   - Stress Management
   - Telephone and Email Etiquette
   - Time Management

3. College and Career Preparation
   - ACT Preparation
   - GED Preparation
   - Kids College

84 Institutional Research and Effectiveness
4. Conferences and Workshops
- Child Development
- College Success
- Education
- Healthcare
- Technology

5. Education
- Alternative Teacher Certification (Bilingual Generalist EC-6 and Generalist 4-8)
- Child Development Associate
- Substitute Teacher

6. English as a Second Language (ESL)
- Beginning Level ESL
- Intermediate Level ESL
- Advanced Level ESL
- High-Advanced Level ESL
- Conversation Level ESL
- Citizenship Preparation
- Spanish
- TOEFL Preparation

7. Healthcare
- Activity Director
- Certified Dietary Manager
- Certified Nurse Assistant (CNA)
- Computed Tomography
- CPR
- Dementia Certificate
- EKG
- Emergency Care Attendant (First Responder)
- First Aid
- Health Information Management Clerk
- ICD 9 and 10
- Medical Billing and Coding
- Medical Receptionist
- Medication Aide
- Medication Aide Update
- Pharmacy Technician Trainee
- Phlebotomy

8. Online Courses and Programs

9. Real Estate
- Finance
- Law of Agency
- Law of Contracts
- Principles I
- Principles II
- Promulgated Contracts

10. Technology and Trades
- Computer Assistant
- Computer Basics
- Construction
- Electrician’s Aide
- Excel
- Forklift Certification
- HVAC and Refrigeration Technician Assistant
- Internet Basics
- Maintenance and Repair
- OSHA Training
- Pipe Welding
- PowerPoint
- Shipping and Receiving Logistics
- Structural Welding
- Word

11. Truck and Bus Driving
- Defensive Driving
- Public Transit Bus Driving
- School Bus Driving
- Truck Driving

Registration Is Easy
- Go to the STC campus of your choice
- Bring Picture ID
- Complete registration form
- Pay (cash, money order, check, credit or debit card)

Services
A. College and Career Preparation
- Programs that equip you with foundation skills to enter career pathways

B. Career Pathway Training
- Programs leading to certification that will make you competitive and marketable in the workplace

C. Customized Corporate Training and Economic Development
- Customized programs and courses that help employers and their workforce compete in our global economy

D. Personal Enrichment
- Fun courses to spice up your life

E. Professional Conferences
- Business, Education, Health, and Technology areas

F. Professional Education and Development
- Review courses for professional certifications and licenses
CURRICULUM

Core Curriculum

The Core Curriculum at South Texas College has, at its foundation, the philosophy and purpose of the College and is a composition of general education courses which form the foundation of all Associate of Arts and Associate of Science degrees.

These are degrees that are designed for students who plan to continue their education at a four-year university in order to earn a Bachelor of Fine Arts, Bachelor of Arts or Bachelor of Science degree.

STC is committed to the preparation of intellectually flexible, creative, and productive citizens. Through exposure to a varied range of disciplines and technologies, students will develop:

- an understanding of the importance of lifelong learning
- broad global and social perspectives
- essential skills for tomorrow's workforce

The purpose of the Core Curriculum is to gain a foundation of knowledge of human cultures and the physical and natural world, develop principles of personal and social responsibility for living in a diverse world, and advance intellectual and practical skills that are essential for all learning.

Core Objectives

- Critical Thinking Skills - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.
- Communication Skills - to include effective development, interpretation and expression of ideas through written, oral and visual communication.
- Empirical and Quantitative Skills - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions.
- Teamwork - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
- Personal Responsibility - to include the ability to connect choices, actions and consequences to ethical decision-making.
- Social Responsibility - to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities.

This common body of essential knowledge and skills is taught and reinforced through courses selected in nine Core Components:

- Communication
- Mathematics
- Life and Physical Sciences
- Language, Philosophy & Culture
- Creative Arts
- American History
- Government/Political Science
- Social and Behavioral Sciences, and a
- Component Area Option.

Communication

Composition/Written Communication 6 credit hours

Courses in this category focus on developing ideas and expressing them clearly, considering the effect of the message, fostering understanding, and building the skills needed to communicate persuasively. Courses involve the command of oral, aural, written, and visual literacy skills that enable people to exchange messages appropriate to the subject, occasion, and audience.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
<td>3</td>
</tr>
<tr>
<td>Total Credit Hours</td>
<td></td>
<td>6</td>
</tr>
</tbody>
</table>

Mathematics

3-4 credit hours

Courses in this category focus on quantitative literacy in logic, patterns, and relationships. Courses involve the understanding of key mathematical concepts and the application of appropriate quantitative tools to everyday experience.

Select 3-4 credit hours of the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 1316</td>
<td>Plane Trigonometry</td>
</tr>
<tr>
<td>MATH 1324</td>
<td>Mathematics for Business &amp; Social Sciences</td>
</tr>
<tr>
<td>MATH 1332</td>
<td>Contemporary Mathematics</td>
</tr>
<tr>
<td>MATH 1414</td>
<td>College Algebra</td>
</tr>
<tr>
<td>MATH 1425</td>
<td>Calculus for Business and Social Sciences</td>
</tr>
<tr>
<td>MATH 1442</td>
<td>Elementary Statistical Methods</td>
</tr>
<tr>
<td>MATH 2412</td>
<td>Pre-Calculus Math</td>
</tr>
<tr>
<td>MATH 2413</td>
<td>Calculus I</td>
</tr>
<tr>
<td>Total Credit Hours</td>
<td></td>
</tr>
</tbody>
</table>

Life and Physical Sciences

8 credit hours

Courses in this category focus on describing, explaining, and predicting natural phenomena using the scientific method. Courses involve the understanding of interactions among natural phenomena and the implications of scientific principles on the physical world and on human experiences.

Select 8 credit hours of the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>BIOL 1406</td>
<td>Biology for Science Majors I</td>
</tr>
<tr>
<td>BIOL 1407</td>
<td>Biology for Science Majors II</td>
</tr>
<tr>
<td>BIOL 1408</td>
<td>Biology for Non-Science Majors I</td>
</tr>
<tr>
<td>BIOL 1409</td>
<td>Biology for Non-Science Majors II</td>
</tr>
<tr>
<td>BIOL 2401</td>
<td>Anatomy and Physiology I</td>
</tr>
<tr>
<td>BIOL 2402</td>
<td>Anatomy and Physiology II</td>
</tr>
<tr>
<td>CHEM 1411</td>
<td>General Chemistry I</td>
</tr>
<tr>
<td>CHEM 1412</td>
<td>General Chemistry II</td>
</tr>
<tr>
<td>GEOL 1403</td>
<td>Physical Geology</td>
</tr>
<tr>
<td>GEOL 1404</td>
<td>Historical Geology</td>
</tr>
<tr>
<td>GEOL 1445</td>
<td>Oceanography</td>
</tr>
<tr>
<td>GEOL 1447</td>
<td>Meteorology</td>
</tr>
<tr>
<td>PHYS 1401</td>
<td>College Physics I</td>
</tr>
<tr>
<td>PHYS 1402</td>
<td>College Physics II</td>
</tr>
<tr>
<td>PHYS 1403</td>
<td>Stars and Galaxies</td>
</tr>
<tr>
<td>PHYS 1404</td>
<td>Solar System</td>
</tr>
<tr>
<td>PHYS 1415</td>
<td>Physical Science I</td>
</tr>
<tr>
<td>Total Credit Hours</td>
<td></td>
</tr>
</tbody>
</table>
PHYS 1417 Physical Science II
PHYS 2425 University Physics I
PHYS 2426 University Physics II

Total Credit Hours 8

Language, Philosophy and Culture
3 credit hours

Courses in this category focus on how ideas, values, beliefs, and other aspects of culture express and affect human experience. Courses involve the exploration of ideas that foster aesthetic and intellectual creation in order to understand the human condition across cultures.

Select 3 credit hours of the following: 3

ARTS 1304 Art History II
ENGL 2321 British Literature
ENGL 2326 American Literature
ENGL 2331 World Literature
ENGL 2341 Introduction to Forms of Literature
ENGL 2351 Mexican-American Literature
HUMA 1301 Introduction to Humanities I - Western
HUMA 1305 Introduction to Mexican-American Studies
HUMA 2319 American Minority Studies
HUMA 2323 World Cultures
ENGL 2331 World Literature
ENGL 2334 Introduction to World Literatures
PHIL 1301 Introduction to Philosophy
PHIL 1304 Introduction to World Religions
PHIL 2303 Introduction to Logic
PHIL 2306 Introduction to Ethics
PHIL 2307 Introduction to Social and Political Philosophy
PHIL 2316 Classical Philosophy
PHIL 2321 Philosophy of Religion
ENGL 2321 British Literature
ENGL 2322 American Literature
ENGL 2323 World Literature
ENGL 2341 Introduction to Forms of Literature
ENGL 2351 Mexican-American Literature
HUMA 1301 Introduction to Humanities I - Western
HUMA 1305 Introduction to Mexican-American Studies
HUMA 2319 American Minority Studies
HUMA 2323 World Cultures
MUSI 1307 Music Literature
PHIL 1301 Introduction to Philosophy
PHIL 1304 Introduction to World Religions
PHIL 2303 Introduction to Logic
PHIL 2306 Introduction to Ethics
PHIL 2307 Introduction to Social and Political Philosophy
PHIL 2316 Classical Philosophy
PHIL 2321 Philosophy of Religion
SGNL 2301 Intermediate American Sign Language I
SPAN 2311 Intermediate Spanish I
SPAN 2312 Intermediate Spanish II
SPAN 2313 Spanish for Native/Heritage Speakers I
SPAN 2315 Spanish for Native/Heritage Speakers II

Total Credit Hours 3

American History
6 credit hours

Courses in this category focus on the consideration of past events and ideas relative to the United States, with the option of including Texas History for a portion of this component area. Courses involve the interaction among individuals, communities, states, the nation, and the world, considering how these interactions have contributed to the development of the United States and its global role.

HIST 1301 United States History I 3
or HIST 2327 Mexican-American History I
HIST 1302 United States History II 3
or HIST 2328 Mexican-American History II

Total Credit Hours 6

Political Science
6 credit hours

Courses in this category focus on consideration of the Constitution of the United States and the constitutions of the states, with special emphasis on that of Texas. Courses involve the analysis of governmental institutions, political behavior, civic engagement, and their political and philosophical foundations.

GOVT 2305 Federal Government 3
GOVT 2306 Texas Government 3

Total Credit Hours 6

Social and Behavioral Sciences
3 credit hours

Courses in this category focus on the application of empirical and scientific methods that contribute to the understanding of what makes us human. Courses involve the exploration of behavior and interactions among individuals, groups, institutions, and events, examining their impact on the individual, society, and culture.

Select 3 credit hours of the following: 3

ANTH 2301 Physical Anthropology
ANTH 2302 Introduction to Archeology
ANTH 2351 Cultural Anthropology
CRIJ 1301 Introduction to Criminal Justice
CRIJ 1306 Court Systems and Practices

Total Credit Hours 3

Creative Arts
3 credit hours

Courses in this category focus on the appreciation and analysis of creative artifacts and works of the human imagination. Courses involve the synthesis and interpretation of artistic expression and enable critical, creative, and innovative communication about works of art.

Select 3 credit hours of the following: 3

ARTS 1301 Art Appreciation
ARTS 1303 Art History I
ARTS 1311 Design I
ARTS 1316 Drawing I

ARTS 2346 Ceramics I
ARTS 2348 Digital Art I
ARTS 2356 Photography I (Fine Arts Emphasis)
DANC 2303 Dance Appreciation
DRAM 1310 Introduction to Theater
DRAM 2366 Introduction to Cinema
HUMA 1302 Introduction to Humanities II - Non-Western
HUMA 1311 Mexican-American Fine Arts Appreciation
MUSI 1306 Music Appreciation
MUSI 1310 American Music
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRIJ 1310</td>
<td>Fundamentals of Criminal Law</td>
</tr>
<tr>
<td>CRIJ 2313</td>
<td>Correctional Systems and Practices</td>
</tr>
<tr>
<td>CRIJ 2328</td>
<td>Police Systems and Practices</td>
</tr>
<tr>
<td>ECON 2301</td>
<td>Principles of Economics I - Macro</td>
</tr>
<tr>
<td>GOVT 2304</td>
<td>Introduction to Political Science</td>
</tr>
<tr>
<td>GOVT 2311</td>
<td>Mexican American Politics</td>
</tr>
<tr>
<td>HIST 2301</td>
<td>Texas History</td>
</tr>
<tr>
<td>HIST 2321</td>
<td>World Civilizations I</td>
</tr>
<tr>
<td>HIST 2322</td>
<td>World Civilizations II</td>
</tr>
<tr>
<td>HIST 2381</td>
<td>African-American History</td>
</tr>
<tr>
<td>PSYC 2301</td>
<td>General Psychology</td>
</tr>
<tr>
<td>PSYC 2306</td>
<td>Human Sexuality</td>
</tr>
<tr>
<td>PSYC 2307</td>
<td>Adolescent Psychology I</td>
</tr>
<tr>
<td>PSYC 2314</td>
<td>Lifespan Growth and Development</td>
</tr>
<tr>
<td>PSYC 2315</td>
<td>Psychology of Adjustment</td>
</tr>
<tr>
<td>SOCI 1301</td>
<td>Introductory Sociology</td>
</tr>
<tr>
<td>SOCI 1306</td>
<td>Social Problems</td>
</tr>
<tr>
<td>SOCI 2301</td>
<td>Marriage and the Family</td>
</tr>
<tr>
<td>SOCI 2319</td>
<td>Minority Studies</td>
</tr>
<tr>
<td>SOCW 2361</td>
<td>Introduction to Social Work</td>
</tr>
<tr>
<td>TECA 1354</td>
<td>Child Growth and Development</td>
</tr>
</tbody>
</table>

**Total Credit Hours:** 3-4

**Component Area Option**

3-4 credit hours

Select 3-4 credit hours of the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCIS 1305</td>
<td>Business Computer Applications</td>
</tr>
<tr>
<td>BIOL 1322</td>
<td>Nutrition and Diet Therapy I</td>
</tr>
<tr>
<td>BIOL 2406</td>
<td>Environmental Biology</td>
</tr>
<tr>
<td>BIOL 2416</td>
<td>Genetics</td>
</tr>
<tr>
<td>BIOL 2421</td>
<td>Microbiology for Science Majors</td>
</tr>
<tr>
<td>CHEM 2423</td>
<td>Organic Chemistry I</td>
</tr>
<tr>
<td>CHEM 2425</td>
<td>Organic Chemistry II</td>
</tr>
<tr>
<td>COSC 1301</td>
<td>Introduction to Computing</td>
</tr>
<tr>
<td>COSC 1320</td>
<td>C Programming</td>
</tr>
<tr>
<td>COSC 1337</td>
<td>Programming Fundamentals II</td>
</tr>
<tr>
<td>COSC 1436</td>
<td>Programming Fundamentals I</td>
</tr>
<tr>
<td>COSC 2425</td>
<td>Computer Organization</td>
</tr>
<tr>
<td>COSC 2436</td>
<td>Programming Fundamentals III</td>
</tr>
<tr>
<td>EDUC 1300</td>
<td>Learning Framework</td>
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<tr>
<td>ENGR 1201</td>
<td>Introduction to Engineering</td>
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<tr>
<td>ENGR 1304</td>
<td>Engineering Graphics</td>
</tr>
<tr>
<td>ENGR 2301</td>
<td>Engineering Mechanics - Statics</td>
</tr>
<tr>
<td>ENGR 2302</td>
<td>Engineering Mechanics - Dynamics</td>
</tr>
<tr>
<td>ENGR 2405</td>
<td>Electrical Circuits I</td>
</tr>
<tr>
<td>KINE 1164</td>
<td>Introduction to Physical Fitness and Wellness</td>
</tr>
<tr>
<td>MATH 2418</td>
<td>Linear Algebra</td>
</tr>
<tr>
<td>MATH 2420</td>
<td>Differential Equations</td>
</tr>
<tr>
<td>PSYC 1300</td>
<td>Learning Framework</td>
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<td>SPCH 1311</td>
<td>Introduction to Speech Communication</td>
</tr>
<tr>
<td>SPCH 1315</td>
<td>Public Speaking</td>
</tr>
<tr>
<td>SPCH 1318</td>
<td>Interpersonal Communications</td>
</tr>
<tr>
<td>SPCH 1321</td>
<td>Business and Professional Communication</td>
</tr>
<tr>
<td>SPCH 2333</td>
<td>Discussion and Small Group Communication</td>
</tr>
<tr>
<td>SPCH 2335</td>
<td>Argumentation and Debate</td>
</tr>
</tbody>
</table>

**Total Credit Hours:** 3-4

**Associate of Applied Science Electives**

**Humanities Elective Options for the Associate of Applied Science Degrees**

**Humanities and Visual and Performing Arts**

**Art**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>ARTS 1301</td>
<td>Art Appreciation</td>
</tr>
<tr>
<td>ARTS 1303</td>
<td>Art History I</td>
</tr>
<tr>
<td>ARTS 1304</td>
<td>Art History II</td>
</tr>
<tr>
<td>ARTS 1311</td>
<td>Design I</td>
</tr>
<tr>
<td>ARTS 1316</td>
<td>Drawing I</td>
</tr>
<tr>
<td>ARTS 2346</td>
<td>Ceramics I</td>
</tr>
<tr>
<td>ARTS 2348</td>
<td>Digital Art I</td>
</tr>
<tr>
<td>ARTS 2356</td>
<td>Photography I (Fine Arts Emphasis)</td>
</tr>
</tbody>
</table>

**Dance**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>DANC 2303</td>
<td>Dance Appreciation</td>
</tr>
</tbody>
</table>

**Drama**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>DRAM 1310</td>
<td>Introduction to Theater</td>
</tr>
<tr>
<td>DRAM 2366</td>
<td>Introduction to Cinema</td>
</tr>
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</table>

**Foreign Language**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tr>
<td>SGNL 2301</td>
<td>Intermediate American Sign Language I</td>
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<tr>
<td>SPAN 2311</td>
<td>Intermediate Spanish I</td>
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<td>SPAN 2313</td>
<td>Spanish for Native/Heritage Speakers I</td>
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**Humanities**

<table>
<thead>
<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>HUMA 1301</td>
<td>Introduction to Humanities I - Western</td>
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<td>Introduction to Humanities II - Non-Western</td>
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<tr>
<td>HUMA 1305</td>
<td>Introduction to Mexican-American Studies</td>
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<tr>
<td>HUMA 1311</td>
<td>Mexican-American Fine Arts Appreciation</td>
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<td>HUMA 2319</td>
<td>American Minority Studies</td>
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<tr>
<td>HUMA 2323</td>
<td>World Cultures</td>
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<tr>
<td>ENGL 2321</td>
<td>British Literature</td>
</tr>
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<tr>
<td>ENGL 2341</td>
<td>Introduction to Forms of Literature</td>
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<tr>
<td>MUSI 1306</td>
<td>Music Appreciation</td>
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<td>MUSI 1307</td>
<td>Music Literature</td>
</tr>
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<td>MUSI 1310</td>
<td>American Music</td>
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<td>PHIL 1301</td>
<td>Introduction to Philosophy</td>
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<td>PHIL 1304</td>
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<tr>
<td>PHIL 2303</td>
<td>Introduction to Logic</td>
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<td>PHIL 2306</td>
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<td>Introduction to Social and Political Philosophy</td>
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<td>ANTH 2301</td>
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<td>ANTH 2302</td>
<td>Introduction to Archeology</td>
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<tr>
<td>ANTH 2346</td>
<td>General Anthropology</td>
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<tr>
<td>ANTH 2351</td>
<td>Cultural Anthropology</td>
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<tr>
<td>TEEA 1354</td>
<td>Child Growth and Development</td>
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<tr>
<td>CRIJ 1301</td>
<td>Introduction to Criminal Justice</td>
</tr>
<tr>
<td>CRIJ 1306</td>
<td>Court Systems and Practices</td>
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<tr>
<td>CRIJ 1310</td>
<td>Fundamentals of Criminal Law</td>
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<td>CRIJ 1313</td>
<td>Juvenile Justice System</td>
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<tr>
<td>CRIJ 2313</td>
<td>Correctional Systems and Practices</td>
</tr>
<tr>
<td>CRIJ 2314</td>
<td>Criminal Investigation</td>
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<td>CRIJ 2328</td>
<td>Police Systems and Practices</td>
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<td>ECON 2302</td>
<td>Principles of Economics II - Micro</td>
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<tr>
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<td>United States History II</td>
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<td>World Civilizations I</td>
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<td>HIST 2322</td>
<td>World Civilizations II</td>
</tr>
<tr>
<td>HIST 2327</td>
<td>Mexican-American History I</td>
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<td>HIST 2328</td>
<td>Mexican-American History II</td>
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<td>GOVT 2304</td>
<td>Introduction to Political Science</td>
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<td>GOVT 2305</td>
<td>Federal Government</td>
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<td>GOVT 2306</td>
<td>Texas Government</td>
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<tr>
<td>GOVT 2311</td>
<td>Mexican American Politics</td>
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<td>PSYC 2306</td>
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<td>PSYC 2307</td>
<td>Adolescent Psychology</td>
</tr>
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<td>PSYC 2308</td>
<td>Child Psychology</td>
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<tr>
<td>PSYC 2314</td>
<td>Lifespan Growth and Development</td>
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<tr>
<td>PSYC 2315</td>
<td>Psychology of Adjustment</td>
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<td>PSYC 2316</td>
<td>Psychology of Personality</td>
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<tr>
<td>PSYC 2317</td>
<td>Statistical Methods in Psychology</td>
</tr>
<tr>
<td>PSYC 2319</td>
<td>Social Psychology</td>
</tr>
<tr>
<td>SOCI 1301</td>
<td>Introductory Sociology</td>
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<tr>
<td>SOCI 1306</td>
<td>Social Problems</td>
</tr>
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<td>SOCI 2301</td>
<td>Marriage and the Family</td>
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<tr>
<td>SOCI 2319</td>
<td>Minority Studies</td>
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<tr>
<td>SOCW 2361</td>
<td>Introduction to Social Work</td>
</tr>
<tr>
<td>SOCW 2362</td>
<td>Social Welfare as a Social Institution</td>
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1 Check catalog for course pre-requisites.
<table>
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<tr>
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<th>Credits</th>
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<tbody>
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<td>Pre-Calculus Math</td>
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<td>MATH 2413</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MATH 2414</td>
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<td>Calculus III</td>
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<td>MATH 2418</td>
<td>Linear Algebra</td>
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<tr>
<td>MATH 2420</td>
<td>Differential Equations</td>
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**Natural Sciences**

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<tbody>
<tr>
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<td>BIOL 1406</td>
<td>Biology for Science Majors I</td>
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<td>Biology for Science Majors II</td>
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<td>Biology for Non-Science Majors I</td>
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</tr>
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<td>BIOL 1409</td>
<td>Biology for Non-Science Majors II</td>
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<tr>
<td>BIOL 2401</td>
<td>Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 2402</td>
<td>Anatomy and Physiology II</td>
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</tr>
<tr>
<td>BIOL 2406</td>
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<tr>
<td>BIOL 2416</td>
<td>Genetics</td>
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<tr>
<td>BIOL 2420</td>
<td>Microbiology for Non-Science Majors</td>
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<tr>
<td>BIOL 2421</td>
<td>Microbiology for Science Majors</td>
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<tr>
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<th>Course Title</th>
<th>Credits</th>
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<tr>
<td>CHEM 1411</td>
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<td>CHEM 2425</td>
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**Physics**

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<tr>
<td>PHYS 1401</td>
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<td>PHYS 1402</td>
<td>College Physics II</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 2425</td>
<td>University Physics I</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 2426</td>
<td>University Physics II</td>
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**Physical Science**

<table>
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<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>PHYS 1403</td>
<td>Stars and Galaxies</td>
<td>4</td>
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<tr>
<td>PHYS 1404</td>
<td>Solar System</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 1415</td>
<td>Physical Science I</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 1417</td>
<td>Physical Science II</td>
<td>4</td>
</tr>
<tr>
<td>GEOL 1403</td>
<td>Physical Geology</td>
<td>4</td>
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<tr>
<td>GEOL 1404</td>
<td>Historical Geology</td>
<td>4</td>
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<tr>
<td>GEOL 1445</td>
<td>Oceanography</td>
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<tr>
<td>GEOL 1447</td>
<td>Meteorology</td>
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</tr>
</tbody>
</table>
BACCALAUREATE DEGREES

Students are admitted to South Texas College through the provisions of Board Policy 3200. General admission to the College does not imply admission to all programs of the College. Baccalaureate Degrees at South Texas College are Selective Programs with application requirements. Application requirements are included in the description of each program.

Organizational Leadership

- Organizational Leadership (Bachelor of Applied Science) (p. 92)

Computer and Information Technologies

- Computer and Information Technologies (Bachelor of Applied Technology) (p. 95)

Medical and Health Services Management

- Medical and Health Services Management (Bachelor of Applied Technology) (p. 99)

Technology Management

- Technology Management (Bachelor of Applied Technology) (p. 103)
Bachelor of Applied Science in Organizational Leadership

This program is a Selective Program. Application requirements are included in the description below.

TSI LIABLE

The Bachelor of Applied Science in Organizational Leadership prepares innovative leaders for employment in an increasingly diverse technological and global society. The degree develops practical workplace competencies that meet current and future challenges through real world coursework utilizing personalized academic mentoring and tutoring. The coursework focuses on team building, ethical decision making, enhanced communication skills, critical thinking, and people skills. Graduates of this program pursue careers in education, government, nonprofit, and business organizations.

The program’s objectives will offer competency-based core curriculum and lower-division electives. Competency-based curriculum is utilized in this degree program to acknowledge a student’s prior knowledge through a set of competencies, diagnostic pre-assessments, and post-assessments to demonstrate competence in a subject. The program will include a required e-portfolio that will collect artifacts from each of the upper-division courses. This e-portfolio will be assessed as part of the capstone course. The capstone course enhances the educational experience and employment potential of students. Students graduating from the program will be prepared to enter the public or private sectors as well as continue their education in a graduate program.

Bachelor of Applied Science Requirements

Application Requirements

1. Demonstrate proficiency in state mandated general knowledge content through approved means; i.e., Texas Success Initiatives (TSI), with program specific exemptions accepted.
2. Applicants with prior college level coursework must have a minimum cumulative GPA of 2.5. Exceptions based on extenuating circumstances must be approved by the Dean for Math, Science & Bachelor Programs.

Degree Completion Requirements

Minimum Completion Requirements

• Complete the appropriate course of study for a Bachelor of Applied Science program as specified in the College catalog. Developmental or other non-credit coursework does not apply toward graduation requirements.
• South Texas College will accept a maximum of 90 semester credits of applicable course work transferred from another accredited college or university toward a Bachelor of Applied Science degree granted by STC.
• Completion of 30 credit hours in 3000 level courses or higher of which all 30 credit hours must be completed at STC.
• Maintain a minimum average of “C” (2.0 G.P.A.) for all courses in the area of specialization, a grade of “B” or better in all competency-based courses, and a minimum overall cumulative average of “C” (2.0 G.P.A. in all other courses).
• Pay all debts to the College prior to graduation.

Degree Components

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>General Education Courses</td>
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</tr>
<tr>
<td>Required Lower-Division Coursework</td>
<td>8</td>
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<tr>
<td>Lower-Division Electives</td>
<td>40</td>
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<tr>
<td>Required Upper-Division Coursework</td>
<td>30</td>
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<tr>
<td>Total Credit Hours</td>
<td>120</td>
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</table>

Lower Division—Requirements

STC Core Curriculum (42 Credit Hours)

The student is required to take 42 credit hours from the STC Core Curriculum (p. 86). Students that declare the Bachelor of Applied Science in Organizational Leadership degree have access to the competency-based format of the core curriculum.

Students beginning the Bachelor of Applied Science upper-level coursework upon completion of an approved Associate of Applied Science (A.A.S.) degree must complete an additional 27 general education credit hours in order to fulfill the forty-two (42) credit hour general education Core Curriculum required at South Texas College.

Students beginning the Bachelor of Applied Science upper-level coursework after completion of an Associate of Arts or Associate of Science degree will have fulfilled the Core Curriculum requirement for bachelor degree students.

Lower-Division Electives (48 Credit Hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>SPAN 1411</td>
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<tr>
<td>Beginning Spanish</td>
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<tr>
<td>I for Non-Spanish</td>
<td></td>
</tr>
<tr>
<td>Speakers</td>
<td></td>
</tr>
<tr>
<td>SPAN 1412</td>
<td>4</td>
</tr>
<tr>
<td>Beginning Spanish</td>
<td></td>
</tr>
<tr>
<td>II for Non-Spanish</td>
<td></td>
</tr>
<tr>
<td>Speakers</td>
<td></td>
</tr>
</tbody>
</table>

Foundation Curriculum

Entering freshmen are recommended to take the following five foundation courses as part of the 48-hour lower-division electives.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>HRPO 2301</td>
<td>3</td>
</tr>
<tr>
<td>Human Resources</td>
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<tr>
<td>Management</td>
<td></td>
</tr>
<tr>
<td>HRPO 2307</td>
<td>3</td>
</tr>
<tr>
<td>Organizational Behavior</td>
<td></td>
</tr>
<tr>
<td>BUSG 1303</td>
<td>3</td>
</tr>
<tr>
<td>Principles of Finance</td>
<td></td>
</tr>
<tr>
<td>BMGT 1301</td>
<td>3</td>
</tr>
<tr>
<td>Supervision</td>
<td></td>
</tr>
<tr>
<td>BUSI 1301</td>
<td>3</td>
</tr>
<tr>
<td>Business Principles</td>
<td></td>
</tr>
</tbody>
</table>

Additional Lower-Division Electives

Students may select from the following list of courses offered as competency-based to complete the 48-hour lower-division coursework:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSI 2301</td>
<td>3</td>
</tr>
<tr>
<td>Business Law</td>
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</tr>
<tr>
<td>BUSG 2309</td>
<td>3</td>
</tr>
<tr>
<td>Small Business</td>
<td></td>
</tr>
<tr>
<td>Management/Entrepreneurship</td>
<td></td>
</tr>
<tr>
<td>ACCT 2401</td>
<td>4</td>
</tr>
<tr>
<td>Principles of Financial Accounting</td>
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</tr>
<tr>
<td>ECON 2301</td>
<td>3</td>
</tr>
<tr>
<td>Principles of Economics I - Macro</td>
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<td>ECON 2302</td>
<td>3</td>
</tr>
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<td>Principles of Economics II - Micro</td>
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<tr>
<td>MATH 1442</td>
<td>4</td>
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<tr>
<td>Elementary Statistical Methods</td>
<td></td>
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<td>CRJ 1301</td>
<td>3</td>
</tr>
<tr>
<td>Introduction to</td>
<td></td>
</tr>
<tr>
<td>Criminal Justice</td>
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</tr>
</tbody>
</table>

Note: Coursework from A.A.S. degrees will be evaluated on a case by case basis. Students entering the BAS program with a completed Associate of Science (A.S.) or Associate of Arts (A.A.) degree may
apply their field of study coursework toward the lower-
division electives.

**Upper-Division Requirements**

**Prerequisites for Upper-Level Coursework**
- Junior Standing
  - Completion of an Associate of Applied Science (A.A.S.) Degree or completion of sixty (60) credit hours from a regionally accredited institution with at least fifteen (15) credit hours in general education coursework; or
  - Completion of an Associate of Arts (A.A.) or Associate of Science (A.S.) Degree from a regionally accredited institution.
- Senior Standing
  - A minimum of ninety (90) credit hours from a regionally accredited institution with at least twenty-one (21) credit hours in upper-level coursework.
  - A minimum GPA of 2.5 in previous coursework.

**Required Organizational Leadership Major Courses (30 Credit Hours)**

The upper-division Organizational Leadership major coursework is a balance between theoretical and applied competencies associated with leading in a broad range of organizations. The degree is designed to educate and train students with relevant, applied knowledge of organizations and leadership within organizations. Students will practice developing leadership solutions for real-world problems. Leadership theory, practices, and applied learning will form the core requirements for this program.

**Course Title Credit Hours**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>ORGL 3311</td>
<td>Issues in Organizational Leadership</td>
<td>3</td>
</tr>
<tr>
<td>ORGL 3321</td>
<td>Data Driven Decision-Making I</td>
<td>3</td>
</tr>
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<td>ORGL 3331</td>
<td>Data Driven Decision-Making II</td>
<td>3</td>
</tr>
<tr>
<td>ORGL 3322</td>
<td>Behavior/Ethics/Leadership I</td>
<td>3</td>
</tr>
<tr>
<td>ORGL 3332</td>
<td>Behavior/Ethics/Leadership II</td>
<td>3</td>
</tr>
<tr>
<td>ORGL 4341</td>
<td>Management Theory I</td>
<td>3</td>
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<tr>
<td>ORGL 4351</td>
<td>Management Theory II</td>
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<td>ORGL 4342</td>
<td>Organizational Change</td>
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<tr>
<td>ORGL 4352</td>
<td>Capstone I</td>
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</tr>
<tr>
<td>ORGL 4361</td>
<td>Capstone II</td>
<td>3</td>
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</tbody>
</table>

**TSI LIABLE**

Through the Bachelor of Applied Science in Organizational Leadership students complete coursework that is aligned to the following competencies:

**Program Competencies**

1. **Interpersonal Skills**: Demonstrate the ability to establish productive relationships by communicating effectively individually and collectively. Students will be able to:
   - Develop productive relationships through evaluating and explaining the pertinent characteristics of the individuals and groups in the organization.

2. **Organizational Behavior**: Identify, analyze, and solve organizational problems based on effectively functional and dysfunctional individual, team, and organizational behaviors. Students will be able to:
   - Describe the organizational structure and function including individual and group dynamics and the identification of potential problems.

3. **Problem Solving/Decision Making**: Identify, analyze, and solve/recognize/predict organizational problems based on effective and ethical decision making through critical, reflective, and creative thought processes that apply appropriate techniques. Students will be able to:
   - Given a case study students will be able to solve a problem and evaluate the appropriateness of a decision.

4. **Change Management**: Understand how the political, economic, social and technological forces in the environment influence organizational behavior, policy and practices. Students will be able to:
   - Analyze why & how organizations resist change.
   - Explain a leader’s role in managing change.
   - Apply a structured change management process.

5. **Resource Management**: Identify, allocate, and effectively manage resources, both tangible and intangible, necessary to accomplish the vision of the organization. Students will be able to:
   - Identify tangible and intangible resources given an organizational situation.
   - Manage work teams to accomplish the vision of the organization.
   - Manage resources to complete an assigned task within a specified time.

6. **Strategy/Operations Management**: Understand strategic management skills in order to structure operations to support the vision of the organization.

7. **Information Literacy**: Identify, locate, evaluate, and effectively use information to address organizational concerns or tasks while observing appropriate security protocols. Students will be able to:
   - Informational literacy- know the different types of information technology.
   - Identify multiple resources of information technology.
   - Know where to locate different types of technology, such as informal information, data and trends, published data, internet data, internal and external data.
   - Remain in compliance with security protocols.

8. **Statistics/Applied Research**: Collect, interpret, analyze, and select data to employ practical applications and facilitate sound decision making.

**TSI LIABLE**

**Three - Four Year Recommended Course Sequence (7 Week Terms)**

All lower-division core curriculum and lower-
division electives are offered 100% online and in a competency-based delivery format.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1332</td>
<td>Contemporary Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
<td>3</td>
</tr>
<tr>
<td>PHYS 1415</td>
<td>Physical Science I</td>
<td>4</td>
</tr>
</tbody>
</table>

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<td>PHYS 1415</td>
<td>Physical Science I</td>
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South Texas College
<table>
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<tr>
<th>Term</th>
<th>Course Code</th>
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<tr>
<td>Spring Term 1</td>
<td>HIST 1301</td>
<td>United States History I or Mexican-American History I</td>
<td>3</td>
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<tr>
<td></td>
<td>PHYS 1417</td>
<td>Physical Science II</td>
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<tr>
<td></td>
<td>HIST 1302</td>
<td>United States History II or Mexican-American History II</td>
<td>3</td>
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<tr>
<td></td>
<td>PSYC 2301</td>
<td>General Psychology or Marriage and the Family</td>
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<tr>
<td></td>
<td></td>
<td><strong>Credit Hours</strong></td>
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<td>Summer Term 1</td>
<td>GOVT 2305</td>
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<td><strong>Credit Hours</strong></td>
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<td>GOVT 2306</td>
<td>Texas Government</td>
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<td>Fall Term 1</td>
<td>PHIL 2306</td>
<td>Introduction to Ethics</td>
<td>3</td>
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<tr>
<td></td>
<td>SPCH 1311</td>
<td>Introduction to Speech Communication</td>
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<td><strong>Credit Hours</strong></td>
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<tr>
<td>Fall Term 2</td>
<td>SPAN 1411</td>
<td>Beginning Spanish I for Non-Spanish Speakers</td>
<td>4</td>
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<tr>
<td></td>
<td>BUSI 1301</td>
<td>Business Principles</td>
<td>3</td>
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<td><strong>Credit Hours</strong></td>
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<tr>
<td>Spring Term 1</td>
<td>SPAN 1412</td>
<td>Beginning Spanish II for Non-Spanish Speakers</td>
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<td>BMGT 1301</td>
<td>Supervision</td>
<td>3</td>
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<td><strong>Credit Hours</strong></td>
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<tr>
<td>Spring Term 2</td>
<td>BUSS 1303</td>
<td>Principles of Finance</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>BUSI 2301</td>
<td>Business Law</td>
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<td></td>
<td><strong>Credit Hours</strong></td>
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<tr>
<td>Summer Term 1</td>
<td>ECON 2301</td>
<td>Principles of Economics I - Macro</td>
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<td></td>
<td>SPCH 1321</td>
<td>Business and Professional Communication</td>
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<td><strong>Credit Hours</strong></td>
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<td>Summer Term 2</td>
<td>HRPO 2301</td>
<td>Human Resources Management</td>
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<td></td>
<td>ARTS 1301</td>
<td>Art Appreciation or Introduction to Theater</td>
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<tr>
<td></td>
<td>or DRAM 1310</td>
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<td>Fall Term 1</td>
<td>BUSG 2309</td>
<td>Small Business Management/Entrepreneurship</td>
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<tr>
<td></td>
<td>CRIJ 1301</td>
<td>Introduction to Criminal Justice</td>
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<td><strong>Credit Hours</strong></td>
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<tr>
<td>Fall Term 2</td>
<td>ECON 2302</td>
<td>Principles of Economics II - Micro</td>
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<td>HRPO 2307</td>
<td>Organizational Behavior</td>
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<td>Spring Term 1</td>
<td>ACCT 2401</td>
<td>Principles of Financial Accounting</td>
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<tr>
<td></td>
<td>MATH 1442</td>
<td>Elementary Statistical Methods</td>
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<td><strong>Credit Hours</strong></td>
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<td>Spring Term 2</td>
<td>ORGL 3311</td>
<td>Issues in Organizational Leadership</td>
<td>3</td>
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<tr>
<td></td>
<td>ORGL 3321</td>
<td>Data Driven Decision-Making I</td>
<td>3</td>
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<tr>
<td></td>
<td>ORGL 3322</td>
<td>Behavior/Ethics/Leadership I</td>
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<tr>
<td></td>
<td>ORGL 3331</td>
<td>Data Driven Decision-Making II</td>
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<tr>
<td></td>
<td>ORGL 3332</td>
<td>Behavior/Ethics/Leadership II</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>ORGL 4341</td>
<td>Management Theory I</td>
<td>3</td>
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<td><strong>Credit Hours</strong></td>
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<td>Fourth Year</td>
<td>ORGL 4342</td>
<td>Organizational Change</td>
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<td>ORGL 4351</td>
<td>Management Theory II</td>
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<td><strong>Credit Hours</strong></td>
<td><strong>6</strong></td>
</tr>
<tr>
<td>Fall Term 2</td>
<td>ORGL 4352</td>
<td>Capstone I</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>ORGL 4361</td>
<td>Capstone II</td>
<td>3</td>
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<tr>
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<td><strong>Credit Hours</strong></td>
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</tr>
<tr>
<td></td>
<td></td>
<td><strong>Total Credit Hours</strong></td>
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</tr>
</tbody>
</table>

Bachelor of Applied Science in Organizational Leadership
Bachelor of Applied Technology in Computer and Information Technologies

This program is a Selective Program. Application requirements are included in the description below.

TSI LIABLE

The Bachelor of Applied Technology Degree (BAT) in Computer and Information Technologies (CIT) prepares students for successful careers in the field of CIT. Coursework is balanced between theoretical and technical competencies associated with the CIT profession to prepare graduates for a number of demands placed on CIT professionals. The degree is designed to educate and train students with relevant, technical knowledge of CIT practice to provide solutions for real-world problems as well as to provide technical support for computer-based information systems. Technology-oriented coursework with an emphasis on computer application of those technologies will form the core requirements for this program.

The program's objectives include promoting academic development in a number of ways. The program offers a required capstone course that will enhance educational experience and employment potential for students. The program will also include a strong professional component to develop skills in technical communication, ethics, and group work. Students graduating from the program will be prepared to enter the private sector as well as to continue their education in a graduate program.

Bachelor of Applied Technology Requirements

Application Requirements

A. Demonstrate proficiency in state mandated general knowledge content through approved means; i.e., Texas Success Initiatives (TSI), with program specific exemptions accepted.

B. Applicants are eligible for admission if they meet one of the following criteria:

a. An ACT Composite of 19 (minimum of 16 in all areas) or above (SAT 910 or above).

b. Applicants with prior college level coursework must have a minimum cumulative GPA of 2.5 or provide evidence of extenuating circumstances, to the Dean for Math, Science & Bachelor Programs, for waiving the requirement.

c. Provisional Acceptance, for students scoring a minimum ACT Composite of 15 (SAT 740 or above) or minimum cumulative GPA of 2.25 may be granted by the Dean for Math, Science & Bachelor Programs upon completion of a personal interview with the prospective applicant.

Degree Completion Requirements

Minimum Completion Requirements

- Complete the appropriate course of study for a Bachelor of Applied Technology program as specified in the College catalog. Developmental or other non-credit coursework does not apply toward graduation requirements.

- South Texas College will accept a maximum of 90 credit hours of applicable course work transferred from another accredited college or university toward a Bachelor of Applied Technology Degree granted by STC.

- Completion of at least 39 credit hours in 3000 level courses or higher of which at least 18 must be completed at STC.

- Maintain a minimum average of "C" (2.0 GPA) for all courses in the area of specialization and a minimum overall cumulative average of "C" (2.0 GPA in all other courses).

- Pay all debts to the College prior to graduation.

Degree Components

<table>
<thead>
<tr>
<th>General Education Courses</th>
<th>42</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technical Support Areas-Lower Level</td>
<td>39-41</td>
</tr>
<tr>
<td>Required CIT Courses-Upper Level</td>
<td>36</td>
</tr>
<tr>
<td>CIT Electives-Upper-Level</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credit Hours 120-122

Lower Division-Requirements

STC Core Curriculum (42 Credit Hours)

The student is required to take 42 credit hours from the STC Core Curriculum (p. 86). Students must take MATH 1414 College Algebra to fulfill the Mathematics component of the Core Curriculum.

Students beginning the Bachelor of Applied Technology Program upper-level coursework upon completion of an approved Associate of Applied Science (A.A.S.) degree must complete an additional 27 general education credit hours in order to fulfill the forty-two (42) credit hour general education Core Curriculum required at South Texas College.

Students beginning the Bachelor of Applied Technology Program upper-level coursework after completion of an Associate of Arts or Associate of Science degree will have fulfilled the Core Curriculum requirement for bachelor degree graduates.

Technical Support Areas (39-41 Credit Hours)

The student is required to complete 39-41 credit hours of technical specialty coursework from an approved Associate of Applied Science (A.A.S) degree. The 39-41 credit hours must include 4 of the courses (14-16 credit hours) listed below. The approved A.A.S. degrees are as follows:

- Information Technology, Architectural and Engineering Design Technology, Business Administration, Administrative Office Assistant, Legal Office Assistant, and Paralegal. Coursework from other A.A.S. degrees will be evaluated on a case by case basis.

<table>
<thead>
<tr>
<th>ITNW 1425 &amp; ITNW 2421</th>
<th>8</th>
</tr>
</thead>
<tbody>
<tr>
<td>ITSE 1411</td>
<td>3-4</td>
</tr>
<tr>
<td>or COSC 13C Programming</td>
<td></td>
</tr>
<tr>
<td>or COSC 131 Introduction to Computer Programming</td>
<td></td>
</tr>
</tbody>
</table>

Total Credit Hours 14-16

Note: Students entering the BAT program with a completed Associate of Science (A.S.) or Associate of Arts (A.A.) degree may apply their field of study coursework toward the 25 credit hour technical specialty requirement.
Upper-Division Requirements

Prerequisites for Upper-Level Coursework
- Junior Standing
  - Completion of an Associate of Applied Science (A.A.S.) degree or completion of sixty (60) credit hours from a regionally accredited institution with at least fifteen (15) credit hours in general education coursework.
  - Completion of an Associate of Arts (A.A.) or Associate of Science (A.S.) degree from a regionally accredited institution.
- Senior Standing
  - A minimum of ninety (90) credit hours from a regionally accredited institution with at least twenty-one (21) credit hours in upper-level coursework.
  - A minimum GPA of 2.5 in previous coursework.

Required Computer & Information Technologies

Major Courses (36 Credit Hours)
The upper-division Computer & Information Technologies major coursework is balanced between theoretical and technical competencies associated with the CIT profession to prepare graduates for a number of demands placed on CIT professionals. The degree is designed to educate and train students with relevant, technical knowledge of CIT practice to provide solutions for real-world problems as well as to provide technical support for computer-based information systems. Technology-oriented coursework with an emphasis on computer application of those technologies will form the core requirements for this program.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CITP 3302</td>
<td>Advanced Networking (Networking +)</td>
<td>3</td>
</tr>
<tr>
<td>CITP 3305</td>
<td>System Analysis and Design</td>
<td>3</td>
</tr>
<tr>
<td>CITP 3306</td>
<td>Internet/Intranet Server Integration</td>
<td>3</td>
</tr>
<tr>
<td>CITP 3310</td>
<td>Survey of Programming Languages</td>
<td>3</td>
</tr>
<tr>
<td>CITP 3312</td>
<td>Fundamentals of Information Security</td>
<td>3</td>
</tr>
<tr>
<td>CITP 3320</td>
<td>Database Management</td>
<td>3</td>
</tr>
<tr>
<td>CITP 4301</td>
<td>Capstone: Computer and Information Technology Internship</td>
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</tr>
<tr>
<td>CITP 4316</td>
<td>Advanced Web Design</td>
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<tr>
<td>CITP 4330</td>
<td>Advanced Network Security</td>
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</tr>
<tr>
<td>CITP 4340</td>
<td>Special Topics Course - CIT</td>
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</tr>
<tr>
<td>CITP 4345</td>
<td>Data Communications - Convergent Technologies</td>
<td>3</td>
</tr>
<tr>
<td>CITP 4350</td>
<td>Advanced Computer Programming</td>
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</tbody>
</table>

Total Credit Hours: 36

Elective Courses (3 hours)
Select one of the following prescribed elective courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>CITP 3311</td>
<td>Reverse Software Engineering</td>
<td>3</td>
</tr>
<tr>
<td>CITP 3360</td>
<td>Digital Image Processing and Presentation</td>
<td>3</td>
</tr>
<tr>
<td>TMGT 3336</td>
<td>Management and Law</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credit Hours: 3

Bachelor of Applied Technology in Computer and Information Technologies

TSI LIABLE

Through the Bachelor of Applied Technology in Computer and Information Technologies outcomes, the student will be able to:

- Identify the basic components of information system, utilizing the system development, conduct a preliminary investigation of a system, determine the system requirements and analysis, develop information system design, and demonstrate proficiency of principals of system analysis and design (CITP 3305 System Analysis and Design);
- Use common structure in the programming language, enhance the functionality of a web page using scripting language, write control statements that logically control the flow of the program, and use both console and file input and output in a syntactically and logically correct way (CITP 3310 Survey of Programming Languages);
- Create a functional and visually recognizable interface, retrieve data from and insert data into a database using a standard connection library. Create, control, and terminate one or more threads, and use standard TCP/IP protocols to connect a software client to a software server (CITP 4350 Advanced Computer Programming);
- Design and develop dynamic web pages utilizing server-side technology, develop data-driven web applications by applying database management techniques, and apply and implement programming and security techniques in the development of web applications (CITP 4516 Advanced Web Design);
- Prepare image for display, including repairing damage, cropping and color adjustments. Cleanly remove undesired elements to include text or background materials, and create images that animate when viewed. (CITP 3360 Digital Image Processing and Presentation);
- Master the essential concepts of relational database model, write database in SQL language, design and implement a database using Oracle, enhance problem solving skills for the development and maintenance of a relational database system (CITP 3320 Database Management);
- Integrate the specialized skills and knowledge presented throughout other courses to complete a system project (CITP 4340 Special Topics Course - CIT);
- Identify and define terminology, hardware, and software components of computer networking, utilize equipments, protocols, and topologies to differentiate between various network systems. Demonstrate skills in installing network hardware, software, and cable; troubleshoot network connectivity; configure network protocol; and install and configure network client software (CITP 3302 Advanced Networking (Networking +));
- Review security plan to ensure appropriate level of protection; implement network security design; audit network system based on security design; use relevant tools to maintain security requirements; and review all security policies and procedures on a regular basis.
(CITP 3312 Fundamentals of Information Security);

- Describe different technologies used in the telecommunications industry; identify various architectures used in the telecommunications industry; name the protocols in the telecommunications industry; explain the application of technologies, architectures, and protocols used in the telecommunications industry (CITP 4345 Data Communications - Convergent Technologies);
- Prepare an in-depth study in the designing, installing and administration of Windows and Linux-based servers. Use of scripting languages to administer servers will be used (CITP 3306 Internet/Intranet Server Integration).

**TSI LIABLE**

**STC Core Curriculum**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
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<tbody>
<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
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</tr>
<tr>
<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
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</tr>
<tr>
<td>MATH 1414</td>
<td>College Algebra</td>
<td>4</td>
</tr>
<tr>
<td>HIST 1301</td>
<td>United States History I</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1302</td>
<td>United States History II</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2305</td>
<td>Federal Government</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
<td>3</td>
</tr>
<tr>
<td>Component Area Option - Core Curriculum (p. 88)</td>
<td>3</td>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 86)</td>
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<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 86)</td>
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</tr>
<tr>
<td>Creative Arts Elective - Core Curriculum (p. 87)</td>
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<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 87)</td>
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<tr>
<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 87)</td>
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</table>

**Technical Specialty Courses**

<table>
<thead>
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<th>Course Code</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ITNW 1425</td>
<td>Fundamentals of Networking Technologies and Networking with TCP/IP</td>
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</tr>
<tr>
<td>or CPMT 2449</td>
<td>Advanced Computer Networking Technology</td>
<td>4</td>
</tr>
<tr>
<td>ITSE 1431</td>
<td>Introduction to Visual Basic Programming</td>
<td>3-4</td>
</tr>
<tr>
<td>or COSC 13C</td>
<td>Programming</td>
<td></td>
</tr>
<tr>
<td>ITSE 1411</td>
<td>Beginning Web Page Programming</td>
<td>3-4</td>
</tr>
<tr>
<td>or COSC 13B</td>
<td>Introduction to Computer Programming</td>
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</tr>
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</table>

**Technical Specialty Courses**

Select 25 credit hours of Technical Specialty courses from the approved A.A.S. degrees or other A.A.S. degrees.

**Total Credit Hours**

120-122

1 Students entering the BAT program with a completed A.A. or A.S. degree may apply their Field of Study coursework towards this requirement. Any additional hours needed to complete the 25 credit hours of Technical Specialty coursework should be taken from one of the approved A.A.S. degrees in the following areas: Information Technology, Architectural and Engineering Design Technology, Business Administration, Administrative Office Assistant, Legal Office Assistant, and Paralegal. Coursework from other A.A.S. degrees will be evaluated on a case by case basis.

**TSI LIABLE**

**Four Year Course Sequence**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
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<tbody>
<tr>
<td>ENGL 1301</td>
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<tr>
<td>HIST 1301</td>
<td>United States History I or HIST 2327</td>
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<tr>
<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 87)</td>
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<td>Component Area Option - Core Curriculum (p. 88)</td>
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<tr>
<td>ITNW 1425</td>
<td>Fundamentals of Networking Technologies or CPMT 1449</td>
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<table>
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<tr>
<td>ENGL 1302</td>
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<td>HIST 1302</td>
<td>United States History II or HIST 2328</td>
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<tr>
<td>MATH 1414</td>
<td>College Algebra</td>
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<tr>
<td>ITNW 2421</td>
<td>Networking with TCP/IP or Advanced Computer Networking Technology</td>
<td>4</td>
</tr>
</tbody>
</table>

| Credit Hours | 16 |

| Credit Hours | 14 |

South Texas College 97
### Second Year

#### Fall
- **GOVT 2305** Federal Government 3
- **Life and Physical Sciences Elective - Core Curriculum (p. 87)** 4
- **Creative Arts Elective - Core Curriculum (p. 87)** 3
- **Technical Specialty course** 3
- **ITSE 1431 or COSC 1320**
  - **Introduction to Visual Basic Programming** 3-4
- **Credit Hours** 16-17

### Spring
- **Social and Behavioral Sciences Elective - Core Curriculum (p. 87)** 3
- **GOVT 2306 Texas Government** 3
- **Life and Physical Sciences Elective - Core Curriculum (p. 88)** 4
- **ITSE 1411 or COSC 1315**
  - **Beginning Web Page Programming or Introduction to Computer Programming** 3-4
- **Technical Specialty Course** 3
- **Credit Hours** 16-17

### Third Year

#### Fall
- **Technical Specialty course** 3
- **Technical Specialty course** 3
- **Technical Specialty course** 3
- **CITP 3306** Internet/Intranet Server Integration 3
- **CITP 3305** System Analysis and Design 3
- **Credit Hours** 15

#### Spring
- **CITP 3312** Fundamentals of Information Security 3
- **CITP 3302** Advanced Networking (Networking +) 3
- **Technical Specialty course** 3
- **Technical Specialty course** 3
- **Technical Specialty course** 4
- **Credit Hours** 16

### Fourth Year

#### Fall
- **CITP 3310** Survey of Programming Languages 3
- **CITP 4316** Advanced Web Design 3
- **CITP 3320** Database Management 3
- **CITP 4345** Data Communications - Convergent Technologies 3
- **CITP 4350** Advanced Computer Programming 3
- **Credit Hours** 15

#### Spring
- **CITP 4330** Advanced Network Security 3
- **CITP 4301** Capstone: Computer and Information Technology Internship 3
- **CITP 4340** Special Topics Course - CIT 3
- **Computer & Information Technology Elective** 3
- **Credit Hours** 12

#### Total Credit Hours
- **120-122 Credit Hours**

### List of Computer and Information Technology Electives
- **CITP 3311** Reverse Software Engineering 3
- **CITP 3360** Digital Image Processing and Presentation 3

98  Bachelor of Applied Technology in Computer and Information Technologies
Bachelor of Applied Technology in Medical and Health Services Management

This program is a Selective Program. Application requirements are included in the description below.

TSI LIABLE

The Bachelor of Applied Technology degree (B.A.T.) in Medical and Health Services Management will prepare graduates for entry to mid-level management positions in a health care or medical facility.

Graduates of this program will provide valuable expertise in the area of health care systems management, finance, medical staff roles and responsibilities, reimbursement mechanisms, the electronic medical record, privacy issues, and legal issues related to the health care industry.

Bachelor of Applied Technology Requirements

Application Requirements

A. Demonstrate proficiency in state mandated general knowledge content through approved means; i.e., Texas Success Initiative (TSI), with program specific exemptions accepted.

B. Applicants are eligible for admission if they meet one of the following criteria:
   a. An ACT Composite of 19 (minimum of 16 in all areas) or above (SAT 910 or above).
   b. Applicants with prior college level coursework or an AAS, AA, or AS degree must have a minimum cumulative GPA of 2.5 or provide evidence of extenuating circumstances, to the Dean for Math, Science & Bachelor Programs, for waiving the requirement.
   c. Provisional Acceptance, for students scoring a minimum ACT Composite of 15 (SAT 740 or above) or minimum cumulative GPA of 2.25 may be granted by the Dean for Math, Science & Bachelor Programs upon completion of a personal interview with the prospective applicant.

Degree Completion Requirements

Minimum Completion Requirements

• Complete the appropriate course of study for a Bachelor of Applied Technology program as specified in the College catalog. Developmental or other non-credit coursework does not apply toward graduation requirements.

• South Texas College will accept a maximum of 90 credit hours of applicable course work transferred from another accredited college or university toward a Bachelor of Applied Technology degree granted by STC.

• Completion of at least 45 credit hours in 3000 level courses or higher of which at least 18 must be completed at STC;

• Maintain a minimum average of “C” (2.0 GPA) for all courses in the area of specialization and a minimum overall cumulative average of “C” (2.0 GPA in all other courses).

• Pay all debts to the College prior to graduation.

Degree Components

General Education Courses 42
Technical Support Areas 33
Medical and Health Services Management Required Courses 39

Medical and Health Services Management Electives 6

Total Credit Hours 120

Lower Division Requirements

STC Core Curriculum (42 Credit Hours)

The student is required to take 42 credit hours from the STC Core Curriculum (p. 86). Students beginning the Bachelor of Applied Technology Program upper-level coursework upon completion of an approved Associate of Applied Science (A.A.S.) degree must complete an additional 27 general education credit hours in order to fulfill the forty-two (42) credit hour general education Core Curriculum required at South Texas College.

Students beginning the Bachelor of Applied Technology Program upper-level coursework after completion of an Associate of Arts or Associate of Science degree will have fulfilled the Core Curriculum requirement for bachelor degree graduates.

Technical Support Areas (33 Credit Hours)

The student is required to complete 33 credit hours of technical specialty coursework from an approved Associate of Applied Science (AAS) degree. The 33 credit hours must include the 3 courses (9 credit hours) listed below. The remaining 24 credit hours must be earned within an approved A.A.S. degree. The approved A.A.S. degrees are as follows: Associate Degree Nursing, EMT Paramedic, Health Information Technology, Medical Assistant Technology, Occupational Therapy Assistant, Pharmacy Technology, Physical Therapist Assistant, Radiologic Technology, Respiratory Therapy, Business Administration, and Human Resources Management.

ACCT 2401 Principles of Financial Accounting 4
HITT 1255 Health Care Statistics 2
HITT 1301 Health Data Content and Structure 3

Note: Students entering the BAT program with a completed Associate of Science (A.S.) or Associate of Arts (A.A.) degree may apply their field of study coursework toward the 33 credit hour technical specialty requirement.

Upper-Division Requirements

Prerequisites for Upper-Level Coursework

• Junior Standing
   • Completion of an Associate of Applied Science (AAS) degree or completion of sixty (60) credit hours from a regionally accredited institution with at least fifteen (15) credit hours in general education coursework; or
   • Completion of an Associate of Arts (AA) or Associate of Science (AS) degree from a regionally accredited institution.

• Senior Standing
   • A minimum of ninety (90) credit hours from a regionally accredited institution with at least twenty-one (21) credit hours in upper-level coursework.
   • A minimum GPA of 2.5 in previous coursework.

Required Medical and Health Services Management

Major Courses (39 Credit Hours)

The upper-division Medical and Health Services Management major courses educate students in the fundamentals of health care systems
management, finance, medical staff roles and responsibilities, reimbursement mechanisms, the electronic medical record, privacy issues, and legal issues related to the health care industry.

MHSM 3302 U.S. Health Care Delivery 3
MHSM 3303 Statistics for Health Care Managers 3
MHSM 3304 Communication for Health Care Professionals 3
MHSM 3310 Legal Issues in Health Care 3
MHSM 3335 Financial Management for Health Care Managers 3
MHSM 3411 Health Care Information Technology 4
TMGT 3310 Decision Making 3
MHSM 4304 Risk Management for Health Professionals 3
MHSM 4310 Human Resources in Health Care Management 3
MHSM 4348 Ethics for Health Care Professionals 3
MHSM 4351 Public and Community Health Management 3
MHSM 4551 Health Care Management Practicum 5

Medical and Health Services Management Elective Courses (6 Credit Hours)
Select two of the following: 6
CITP 3360 Digital Image Processing and Presentation
MHSM 4352 Project Management for Healthcare
TMGT 3321 Supply Chain Management
TMGT 4341 Purchasing and Supply Management
TMGT 4342 Supply Chain Security
TMGT 3311 Technology in Enterprise Management

TSI LIABLE

Through the Bachelor of Applied Technology in Medical and Health Services Management outcomes, the student will be able to demonstrate:

- the ability to incorporate clinical, operational, financial, and statistical data into health care manager decision-making;
- the ability to communicate, both verbally and in written form, to a variety of health care audiences and situations;
- the knowledge of the impact of the multitude of business and health care laws on a health care institution;
- the ability to create and manage a health care institution budget with consideration to both current and potential future revenues and costs;
- the ability to select, implement and utilize a health care information software system and all potential ancillary devices which may interface with it;
- the ability to interpret JCAHO standards for a health care institution and to implement a method of quality assurance best suited for the situation;
- the ability to identify potential sources of litigation risk and to appropriately select risk minimization measures;
- the knowledge of the unique requirements of hiring licensed health care personnel, maintaining personnel records, and determining schedules, wages and benefits in the health care setting;
- the ability to make the most ethical decision at a given moment during daily operations, health care resource shortages, and a disaster; and
- the ability to comprehend, analyze, and apply local epidemiological data to health care institution decision-making.

TSI LIABLE

STC Core Curriculum
ENGL 1301 Composition I 3
ENGL 1302 Composition II - Rhetoric 3
Select one of the following: 4
MATH 1414 College Algebra
MATH 2412 Pre-Calculus Math
MATH 2413 Calculus I
HIST 1301 United States History I or HIST 232 Mexican-American History I 3
HIST 1302 United States History II or HIST 232 Mexican-American History II 3
GOVT 2305 Federal Government 3
GOVT 2306 Texas Government 3
Select one of the following: 3
PSYC 2301 General Psychology
PSYC 2306 Human Sexuality
PSYC 2307 Adolescent Psychology I
PSYC 2314 Lifespan Growth and Development
PSYC 2317 Statistical Methods in Psychology
SOCI 1301 Introductory Sociology
SOCI 1306 Social Problems
SOCI 2301 Marriage and the Family
SOCI 2319 Minority Studies
Component Area Option - Core Curriculum (p. 88)
Life and Physical Sciences Elective - Core Curriculum (p. 86)
Creative Arts Elective - Core Curriculum (p. 87)
Language, Philosophy & Culture Elective - Core Curriculum (p. 87)

Technical Specialty Courses
Foundational Courses (Required)
ACCT 2401 Principles of Financial Accounting 4
HITT 1255 Health Care Statistics 2
HITT 1301 Health Data Content and Structure 3

Technical Specialty Courses
Select 24 credit hours of Technical Specialty courses 24

Required Upper-Division Professional Courses

Bachelor of Applied Technology in Medical and Health Services Management
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>MHSM 3302</td>
<td>U.S. Health Care Delivery</td>
<td>3</td>
</tr>
<tr>
<td>MHSM 3303</td>
<td>Statistics for Health Care Managers</td>
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<td>MHSM 3304</td>
<td>Communication for Health Care Professionals</td>
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<td>MHSM 3310</td>
<td>Legal Issues in Health Care</td>
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<td>MHSM 3335</td>
<td>Financial Management for Health Care Managers</td>
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</tr>
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<td>MHSM 3411</td>
<td>Health Care Information Technology</td>
<td>4</td>
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<tr>
<td>TMGT 3310</td>
<td>Decision Making</td>
<td>3</td>
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<tr>
<td>MHSM 4304</td>
<td>Risk Management for Health Professionals</td>
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</tr>
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<td>MHSM 4310</td>
<td>Human Resources in Health Care Management</td>
<td>3</td>
</tr>
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<td>MHSM 4348</td>
<td>Ethics for Health Care Professionals</td>
<td>3</td>
</tr>
<tr>
<td>MHSM 4351</td>
<td>Public and Community Health Management</td>
<td>3</td>
</tr>
<tr>
<td>MHSM 4551</td>
<td>Health Care Management Practicum</td>
<td>5</td>
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<td></td>
<td>Elective Upper-Division Professional Courses</td>
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<tr>
<td>CITP 3360</td>
<td>Digital Image Processing and Presentation</td>
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<td>MHSM 4352</td>
<td>Project Management for Health Care Treasure C.</td>
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<td>TMGT 3321</td>
<td>Supply Chain Management</td>
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<td>TMGT 4341</td>
<td>Purchasing and Supply Management</td>
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<td>TMGT 4342</td>
<td>Supply Chain Security</td>
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</tr>
<tr>
<td>TMGT 3311</td>
<td>Technology in Enterprise Management</td>
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</table>

Total Credit Hours 120

1. Students entering the BAT program with a completed A.A. or A.S. degree may apply their Field of Study coursework towards this requirement. Any additional hours needed to complete the 24 credit hours of Technical Specialty coursework should be taken from an approved A.A.S. degree.

**TSI LIABLE**

### Four Year Course Sequence

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>ENGL 1301</td>
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<td>Component Area Option - Core Curriculum (p. 88)</td>
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</tr>
<tr>
<td>HIST 1301</td>
<td>United States History I or Mexican-American History I</td>
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<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 87)</td>
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<tr>
<td>HITT 1255</td>
<td>Health Care Statistics</td>
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<td>ENGL 1302</td>
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<td>HIST 1302 or HIST 2328 United States History I or Mexican-American History I</td>
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<td></td>
<td>Math 1414 or Math 2412 Pre-Calculus Math</td>
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<td>Math 2413 Calculus I</td>
<td></td>
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<tr>
<td></td>
<td>HITT 1301 Health Data Content and Structure</td>
<td>3</td>
</tr>
</tbody>
</table>

Select one of the following:

- Math 1414 College Algebra
- Math 2412 Pre-Calculus Math
- Math 2413 Calculus I
- HITT 1301 Health Data Content and Structure

**Second Year**

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<thead>
<tr>
<th>Semester</th>
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<tr>
<td>Fall</td>
<td>GOVT 2305 Federal Government</td>
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<td>Life and Physical Sciences Elective - Core Curriculum (p. 86)</td>
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<td>Creative Arts Elective - Core Curriculum (p. 87)</td>
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<td>PSYC 2306 Human Sexuality</td>
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<td>PSYC 2307 Adolescent Psychology I</td>
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<td>PSYC 2314 Lifespan Growth and Development</td>
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<td>PSYC 2317 Statistical Methods in Psychology</td>
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<td>SOCI 1301 Introductory Sociology</td>
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<td>SOCI 1306 Social Problems</td>
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<td>SOCI 2301 Marriage and the Family</td>
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<td>SOCI 2319 Minority Studies</td>
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<td>GOVT 2306 Texas Government</td>
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<td>Life and Physical Sciences Elective - Core Curriculum (p. 86)</td>
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<td>ACCT 2401 Principles of Financial Accounting</td>
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<td>MHSM 4310 Human Resources in Health Care Management</td>
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<td>MHSM 4348 Ethics for Health Care Professionals</td>
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<td></td>
<td>Credit Hours</td>
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<td>Spring</td>
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<td>Medical and Health Services Management Elective</td>
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South Texas College
### Medical and Health Services Management Elective

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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MHSM 4551</td>
<td>Health Care Management Practicum</td>
<td>5</td>
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</table>

| Total Credit Hours | 14 |

<table>
<thead>
<tr>
<th>List of Medical and Health Services Management Electives</th>
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</thead>
<tbody>
<tr>
<td>CITP 3360</td>
</tr>
<tr>
<td>MHSM 4352</td>
</tr>
<tr>
<td>TMGT 3321</td>
</tr>
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<td>TMGT 4341</td>
</tr>
<tr>
<td>TMGT 4342</td>
</tr>
<tr>
<td>TMGT 3311</td>
</tr>
</tbody>
</table>

102 Bachelor of Applied Technology in Medical and Health Services Management
Bachelor of Applied Technology in Technology Management

This program is a Selective Program. Application requirements are included in the description below.

TSI LIABLE

The Bachelor of Applied Technology degree (BAT) in Technology Management will educate, train, and develop successful supervisors who will be prepared to utilize technology to create a competitive advantage for their enterprise. Coursework is balanced between practical training and working with real-life projects that enhance the educational experiences and employment potential for students. The breadth of the coursework enables each graduate to lead and manage by utilizing a wide variety of business, finance, technology and human resource development skills. Interactions with business leaders will provide graduates exposure to the real world and an opportunity to network.

Graduates are educated in the fundamentals of business management, finance, information technology and manufacturing. The curriculum provides a broad training experience through general education courses in a variety of disciplines, core program courses in technology management, elective courses with specialization options and specialized projects and seminars that provide a window into the real world. The choice of electives permits students to tailor their studies toward their own careers and personal goals.

Application Requirements

A. Demonstrate proficiency in state mandated general knowledge content through approved means; i.e., Texas Success Initiatives (TSI), with program specific exemptions accepted.

B. Applicants are eligible for admission if they meet one of the following criteria:
   a. An ACT Composite of 19 (minimum of 16 in all areas) or above (SAT 910 or above).
   b. Applicants with prior college level coursework, or an AAS, AA or AS degree, must have a minimum cumulative GPA of 2.5 or provide evidence of extenuating circumstances, to the Dean for Math, Science & Bachelor Programs, for waiving the requirement.
   c. Provisional Acceptance, for students scoring a minimum ACT Composite of 15 (SAT 740 or above) or minimum cumulative GPA of 2.25 may be granted by the Dean for Math, Science & Bachelor Programs upon completion of a personal interview with the prospective applicant.

Degree Completion Requirements

Minimum Completion Requirements

• Complete the appropriate course of study for a Bachelor of Applied Technology program as specified in the College catalog. Developmental or other non-credit coursework does not apply toward graduation requirements;
• South Texas College will accept a maximum of 90 credit hours of applicable course work transferred from another accredited college or university toward a Bachelor of Applied Technology degree granted by STC;
• Completion of at least 30 credit hours in 3000 level courses or higher of which at least 18 must be completed at STC;
• Maintain a minimum average of “C” (2.0 GPA) for all courses in the area of specialization and a minimum overall cumulative average of “C” (2.0 GPA in all other courses).
• Pay all debts to the College prior to graduation.

Degree Components

<table>
<thead>
<tr>
<th>General Education Courses</th>
<th>42</th>
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</thead>
<tbody>
<tr>
<td>Foundational Courses</td>
<td>10</td>
</tr>
<tr>
<td>Elective Support Courses</td>
<td>38</td>
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<tr>
<td>Technology Management Required Courses</td>
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</tr>
<tr>
<td>Total Credit Hours</td>
<td>120</td>
</tr>
</tbody>
</table>

Lower Division-Requirements

STC Core Curriculum (42 Credit Hours)
The student is required to take 42 credit hours from the STC Core Curriculum (p. 86). Technology Management majors are recommended to take ECON 2301 Principles of Economics I - Macro to fulfill the Social & Behavioral Science component of the Core Curriculum. Technology Management majors must take MATH 1414 College Algebra to fulfill the Mathematics component of the Core Curriculum.

Students beginning the Bachelor of Applied Technology Program upper-level coursework upon completion of an approved Associate of Applied Science (A.A.S.) degree must complete the forty-two (42) credit hours in general education Core Curriculum required for bachelor degree graduates.

Students beginning the Bachelor of Applied Technology Program upper-level coursework after completion of an Associate of Arts or Associate of Science degree will have fulfilled the Core Curriculum requirement for bachelor degree graduates.

Foundational Courses & Elective Support Courses (48 Credit Hours)
The student is required to complete 48 semester credit hours of technical specialty coursework. The 48 semester credit hours must include the 3 foundational courses (10 credit hours) listed below. Students entering the BAT-TMGT program with a completed Associate’s degree may apply their coursework toward the remaining elective support courses. The student may also select from the list of Technology Management electives to fulfill the remaining elective support courses.

Foundational Courses (10 Credit Hours)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HRPO 2301</td>
<td>Human Resources Management</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 2401</td>
<td>Principles of Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>ECON 2302</td>
<td>Principles of Economics II - Micro</td>
<td>3</td>
</tr>
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Technology Management Elective Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>TMGT 3303</td>
<td>Managerial Rapport and Documentation</td>
<td>3</td>
</tr>
<tr>
<td>TMGT 3311</td>
<td>Technology in Enterprise Management</td>
<td>3</td>
</tr>
<tr>
<td>TMGT 3321</td>
<td>Supply Chain Management</td>
<td>3</td>
</tr>
<tr>
<td>TMGT 3337</td>
<td>Decision Making Economics</td>
<td>3</td>
</tr>
<tr>
<td>TMGT 3340</td>
<td>Quality Assurance, Management and Improvement</td>
<td>3</td>
</tr>
</tbody>
</table>
Upper-Division Requirements

Prerequisites for Upper-Level Coursework

- **Junior Standing:**
  - Completion of an Associate of Applied Science (A.A.S.) degree or completion of sixty (60) credit hours from a regionally accredited institution with at least fifteen (15) credit hours in general education coursework; or
  - Completion of an Associate of Arts (A.A.) or Associate of Science (AS) degree from a regionally accredited institution.

- **Senior Standing:**
  - A minimum of ninety (90) credit hours from a regionally accredited institution with at least twenty-one (21) credit hours in upper-level coursework.
  - A minimum GPA of 2.5 in previous coursework.

Required Technology Management Major Courses (30 Credit Hours)

The upper-division Technology Management major courses educate students in the fundamentals of business management, finance, information technology, and manufacturing, while building upon skills already learned in the technical support areas. The curriculum design provides a broad training experience through courses in a variety of disciplines. Core program courses in technology management plus elective courses for specialization options and specialized projects and seminars provide a window into the real workplace.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>TMGT 3302</td>
<td>Business and Economic Statistics</td>
<td>3</td>
</tr>
<tr>
<td>TMGT 3305</td>
<td>Organizational Theory and Practice</td>
<td>3</td>
</tr>
<tr>
<td>TMGT 3310</td>
<td>Decision Making</td>
<td>3</td>
</tr>
<tr>
<td>TMGT 3336</td>
<td>Management and Law</td>
<td>3</td>
</tr>
<tr>
<td>TMGT 3338</td>
<td>Accounting for Managers</td>
<td>3</td>
</tr>
<tr>
<td>TMGT 4304</td>
<td>Safety and Risk Management</td>
<td>3</td>
</tr>
<tr>
<td>TMGT 4312</td>
<td>Resource Management</td>
<td>3</td>
</tr>
<tr>
<td>TMGT 4320</td>
<td>Organizational Design and Management Seminar</td>
<td>3</td>
</tr>
<tr>
<td>TMGT 4353</td>
<td>International Business Seminar</td>
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<tr>
<td>TMGT 4347</td>
<td>Capstone: Technology Management Practicum</td>
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</table>

**Total Credit Hours**  

30

Specializations

Students may use a combination of required upper level courses and elective courses for a degree plan completion with specialization.

Supply Chain Management

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
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<tbody>
<tr>
<td>TMGT 3321</td>
<td>Supply Chain Management</td>
<td>3</td>
</tr>
<tr>
<td>TMGT 4341</td>
<td>Purchasing and Supply Management</td>
<td>3</td>
</tr>
<tr>
<td>TMGT 4342</td>
<td>Supply Chain Security</td>
<td>3</td>
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<tr>
<td>TMGT 4353</td>
<td>International Business Seminar</td>
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Purchasing Management

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<tr>
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<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>TMGT 3321</td>
<td>Supply Chain Management</td>
<td>3</td>
</tr>
<tr>
<td>TMGT 4341</td>
<td>Purchasing and Supply Management</td>
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</tr>
<tr>
<td>TMGT 4342</td>
<td>Supply Chain Security</td>
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</tr>
<tr>
<td>TMGT 4353</td>
<td>International Business Seminar</td>
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Operations Management

<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>TMGT 3311</td>
<td>Technology in Enterprise Management</td>
<td>3</td>
</tr>
<tr>
<td>TMGT 3340</td>
<td>Quality Assurance, Management and Improvement</td>
<td>3</td>
</tr>
<tr>
<td>TMGT 4312</td>
<td>Resource Management</td>
<td>3</td>
</tr>
<tr>
<td>TMGT 4320</td>
<td>Organizational Design and Management Seminar</td>
<td>3</td>
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</table>

Organization Management

<table>
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<th>Course Title</th>
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<tbody>
<tr>
<td>TMGT 3305</td>
<td>Organizational Theory and Practice</td>
<td>3</td>
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<tr>
<td>TMGT 4312</td>
<td>Resource Management</td>
<td>3</td>
</tr>
<tr>
<td>TMGT 4320</td>
<td>Organizational Design and Management Seminar</td>
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<tr>
<td>TMGT 4353</td>
<td>International Business Seminar</td>
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Project Management

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<tr>
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<th>Course Title</th>
<th>Credits</th>
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<tbody>
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<td>TMGT 3311</td>
<td>Technology in Enterprise Management</td>
<td>3</td>
</tr>
<tr>
<td>TMGT 3337</td>
<td>Decision Making Economics</td>
<td>3</td>
</tr>
<tr>
<td>TMGT 4312</td>
<td>Resource Management</td>
<td>3</td>
</tr>
<tr>
<td>TMGT 4320</td>
<td>Organizational Design and Management Seminar</td>
<td>3</td>
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</tbody>
</table>

TSI LIABLE

Through the Bachelor of Applied Technology in Technology Management outcomes, the student should demonstrate the ability to:

- supervise and manage the financial operations of a business;
- utilize management and motivational theories to enhance the performance of employees and work-teams;
- use project and quality management strategies to successfully manage and secure organizational resources;
- apply oral and written communication skills and leverage technology to enhance communications;
- manage the organization or the business unit within legal and ethical boundaries;
- employ creative and critical thinking processes to resolve problems of the business unit;
- use appropriate electronic commerce strategies to enhance profitability of the organization;
- exhibit analytical thought, informed judgment, ethical behavior, and an appreciation for diversity;
• utilize appropriate information technology systems to enhance organizational performance;
• understand the challenges involved in conducting international business and its impact on the future growth of the organization; and
• obtain hands-on training and apply concepts and theories in a workplace setting.

TSI LIABLE

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td><strong>First Year</strong></td>
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<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
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<td>Component Area Option - Core Curriculum (p. 88)</td>
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<tr>
<td>HIST 1301</td>
<td>United States History I</td>
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<tr>
<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 87)</td>
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<td>HRPO 2301</td>
<td>Human Resources Management</td>
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<td>ENGL 1302</td>
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<td>MATH 1414</td>
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<td>MATH 2413</td>
<td>Calculus I</td>
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<td>ACCT 2401</td>
<td>Principles of Financial Accounting</td>
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<td>GOVT 2305</td>
<td>Federal Government</td>
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<tr>
<td>Creative Arts Elective - Core Curriculum (p. 87)</td>
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<td>Elective Support Course</td>
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<td><strong>Credit Hours</strong></td>
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<tr>
<td><strong>Spring</strong></td>
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<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 87)</td>
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<tr>
<td>ECON 2301</td>
<td>Principles of Economics I - Macro (Recommended)</td>
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<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
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<td>Life and Physical Sciences Elective - Core Curriculum (p. 86)</td>
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<tr>
<td>Elective Support Course</td>
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<td><strong>Credit Hours</strong></td>
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<tr>
<td><strong>Third Year</strong></td>
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<tr>
<td><strong>Fall</strong></td>
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<td></td>
</tr>
<tr>
<td>ECON 2302</td>
<td>Principles of Economics II - Micro</td>
<td>3</td>
</tr>
<tr>
<td>Elective Support Course</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Elective Support Course</td>
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<td></td>
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<tr>
<td>Elective Support Course</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>TMGT 3302</td>
<td>Business and Economic Statistics</td>
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<tr>
<td><strong>Credit Hours</strong></td>
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<td>15</td>
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<tr>
<td><strong>Spring</strong></td>
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<tr>
<td>Elective Support Course</td>
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<tr>
<td>TMGT 3305</td>
<td>Organizational Theory and Practice</td>
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<tr>
<td>TMGT 3310</td>
<td>Decision Making</td>
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<tr>
<td>TMGT 3336</td>
<td>Management and Law</td>
<td>3</td>
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<tr>
<td>TMGT 3338</td>
<td>Accounting for Managers</td>
<td>3</td>
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<td><strong>Credit Hours</strong></td>
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<td><strong>Fall</strong></td>
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<tr>
<td>TMGT 4304</td>
<td>Safety and Risk Management</td>
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</table>

Elective Support Course 4
Elective Support Course 4
Elective Support Course 3
Elective Support Course 3

Total Credit Hours 120 Credit Hours
Division of Business, Public Safety, and Technology

Students are admitted to South Texas College through the provisions of Board Policy 3200. General admission to the College does not imply admission to all programs of the College. The Fire Science & Law Enforcement programs at South Texas College are Selective Programs with application requirements. Application requirements are included in the description of these programs.

Advanced Manufacturing Technology (p. 109)
- Precision Manufacturing Technology (Certificate) (p. 109)
- Fast Start Precision Manufacturing (Certificate) (p. 109)
- Precision Manufacturing Technology (Associate of Applied Science)

Architectural and Engineering Design Technology (p. 111)
- Architectural and Civil Engineering Technology (Certificate) (p. 111)
- Architectural and Engineering Design Technology (Certificate) (p. 111)
- Architectural and Visual Technology (Certificate) (p. 111)
- Architectural and Engineering Design Technology
  - Specialization: Architectural and Civil Engineering Technology (Associate of Applied Science) (p. 111)
  - Specialization: Architectural and Visual Technology (Associate of Applied Science) (p. 111)

Automotive Technology (p. 113)
- Automotive Technology (Certificate) (p. 113)
- Ford Youth and Adult Training Program (Certificate) (p. 113)
- Automotive Technology (Associate of Applied Science) (p. 113)
- Automotive Technology
  - Specialization: GM-Automotive Service Education Program (Associate of Applied Science) (p. 113)

Business Administration (p. 115)
- Accounting Clerk (Certificate) (p. 115)
- Import/Export (Certificate) (p. 115)
- Logistics (Certificate) (p. 115)
- Management (Certificate) (p. 115)
- Marketing (Certificate) (p. 115)
- Business Administration
  - Specialization: Accounting (Associate of Applied Science) (p. 115)
  - Specialization: Import/Export/Logistics (Associate of Applied Science) (p. 115)
  - Specialization: Management (Associate of Applied Science) (p. 115)
  - Specialization: Marketing (Associate of Applied Science) (p. 115)
  - Business Administration -Transfer Plan, Field of Study (Associate of Arts) (p. 119)

Computer and Advanced Technologies (p. 120)
- Cloud Computing and Virtualization Specialist (Certificate) (p. 120)
- Computer and Internet Specialist (Certificate) (p. 120)
- Computer Maintenance Specialist (Certificate)
- Mechatronics Technology Specialist (Certificate) (p. 120)
- Telecommunication Support Specialist (Certificate) (p. 120)
- Voice and Data Technician (Certificate) (p. 120)
- Computer and Advanced Technologies
  - Specialization: Computer Maintenance Technology (Associate of Applied Science) (p. 120)
  - Specialization: Computer Support and Telecommunication Specialist (Associate of Applied Science) (p. 120)

Construction Supervision (p. 123)
- Construction Supervision Assistant (Certificate) (p. 123)
- Construction Supervision (Associate of Applied Science) (p. 123)

Culinary Arts (p. 125)
- Commercial Baking (Certificate) (p. 125)
- Commercial Cooking (Certificate) (p. 125)
- Culinary Arts (Associate of Applied Science) (p. 125)
- Culinary Arts: Specialization - Baking and Pastry Arts (Associate of Applied Science) (p. 125)

Diesel Technology (p. 127)
- Diesel Technology (Certificate) (p. 127)
- Diesel Technology (Associate of Applied Science) (p. 127)

Electrician Technology (p. 128)
- Electrician Assistant (Certificate) (p. 128)
- Electrician Technology (Associate of Applied Science) (p. 128)

Fire Science (p. 129)
- Basic Firefighter (Certificate) (p. 129)
- Fire Science Technology (Associate of Applied Science) (p. 129)

Heating, Ventilation, Air Conditioning and Refrigeration Technology (p. 131)
- Heating, Ventilation, Air Conditioning and Refrigeration Technology (Certificate) (p. 131)
- Heating, Ventilation, Air Conditioning and Refrigeration Technology (Associate of Applied Science) (p. 131)

Human Resources (p. 132)
- Employee and Labor Relations Assistant (Certificate) (p. 132)
- Human Resources Assistant (Certificate) (p. 132)
- Payroll Assistant (Certificate) (p. 132)
- Recruiter Assistant (Certificate) (p. 132)
- Human Resources Specialist (Associate of Applied Science) (p. 132)
Information Technology (p. 134)
- Computer and Information Technologies Specialist (Certificate) (p. 134)
- Computer and Network Specialist (Certificate) (p. 134)
- Computer Applications Specialist (Certificate) (p. 134)
- Cybersecurity Specialist (Certificate) (p. 134)
- Multimedia Specialist (Certificate) (p. 134)
- Information Technology
  - Specialization: Computer Specialist (Associate of Applied Science) (p. 134)
  - Specialization: Cybersecurity Specialist (Associate of Applied Science) (p. 134)
  - Specialization: Networking Specialist (Associate of Applied Science) (p. 135)

Law Enforcement (p. 138)
- Basic Peace Officer (Certificate) (p. 138)
- Law Enforcement (Associate of Applied Science) (p. 138)

Office Administration (p. 140)
- Legal Office Specialist (Certificate) (p. 140)
- Office Specialist (Certificate) (p. 140)
- Legal Office Assistant (Associate of Applied Science) (p. 140)
- Administrative Office Assistant (Associate of Applied Science) (p. 140)

Paralegal (p. 142)
- Paralegal (Associate of Applied Science) (p. 142)

Welding (p. 143)
- Combination Welding (Certificate) (p. 143)
- Structural Welding (Certificate) (p. 143)
- Welding (Associate of Applied Science) (p. 143)
Advanced Manufacturing Technology

The Precision Manufacturing Technology program is the first in the State of Texas to earn NIMS accreditation.

The National Institute for Metalworking Skills (NIMS) is the nation’s only ANSI accredited developer of precision manufacturing skill standards and competency assessments. NIMS certifies an individual skills against standards and accredits programs that meet its quality requirements. NIMS stakeholders represent over 6,000 American companies.

The Precision Manufacturing Certificate program, provides an environment to develop technical skills that are highly marketable to the area’s industries. Most of the courses are set up to stimulate actual working environments.

Technical coursework begins in the first semester in order to develop a common skill base for the program. During this first semester the student will learn how to use computers to read and use industrial prints, and gain technical skills.

Precision Manufacturing Technology Certificate

This curriculum offers training on a variety of machine tools commonly used in most shops with emphasis on practical machining skills. Classroom analysis of various jobs and machine operations increases the student’s capabilities as a machinist. General mathematics and communications skills are included to prepare students to work with technical advances in the machining industry.

Students are eligible to take the National Institute of Metalworking Skills (NIMS) certification exams, which are administered at South Texas College by certified faculty. Upon completion, this specialty will allow the student to continue in the Precision Manufacturing Technology’s two-year Associate of Applied Science Degree program or permit the student to work in a highly rewarding career field in industry.

Fast Start Precision Manufacturing Certificate

In this program students will engage in technical coursework to gain technical skills in general basic manufacturing. The curriculum will incorporate a variety of course studies and machine equipment. This program will consist of six classes; online, hybrid and others available as test out options to facilitate the earning of credit hours and provide a faster route to the workforce.

This program is geared toward students that have at least one year of industry experience. Participating students will need to complete at least three National Institute of Metalworking Skills (NIMS) credentials in order to complete the program.

Precision Manufacturing Technology Associate of Applied Science

This is designed to provide students with the opportunity for hands-on experience necessary for employment as a technician in the computer enhanced manufacturing process. Full size equipment is utilized. Through the integration of mathematics, metallurgy, programmable machinery, shop skills, and computer-assisted machining techniques, students can acquire the necessary skills for employment in an industrial environment. Graduates are eligible to take the National Institute of Metalworking Skills (NIMS) certification exams, which are administered at South Texas College by certified faculty.

Technical coursework includes: machine tool labs, AutoCAD, CNC programming and operation, parametric solid modeling, and manufacturing materials and processes. Specialty coursework includes: CAD/CAM, tool and fixture design, and advanced machine tooling.

Advisory Committee Chair – Trung Nguyen, Royal Technologies
Jesus De Lira, Quality Engineer, Regal Beloit America, Inc.
Peter Limones, EH & S Manager, GE Aviation
Cliff Mahathey, Director of Operations – EMU Plastics
Cesario Pina, Plant Manager – Universal Metal Products
Scott Cooley, Plant Manager – Cinch Connectivity
Ferioz Ummer, ALPS Automotive
Mike Willis, Director of STMA
Tim Jones, Mfg. Engineering Manager, Cinch Connectors

Certificates

- Precision Manufacturing Technology Certificate (p. 109)
- Fast Start Precision Manufacturing Certificate (p. 109)

Associates Degree

- Precision Manufacturing Technology Associate of Applied Science (p. 110)

Precision Manufacturing Technology Certificate

<table>
<thead>
<tr>
<th>Course Title Credit Hours</th>
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<tbody>
<tr>
<td>DFTG 1325 Blueprint Reading and Sketching 3</td>
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<tr>
<td>MCHN 1338 Basic Machine Shop I 3</td>
</tr>
<tr>
<td>MCHN 1352 Intermediate Machining I 3</td>
</tr>
<tr>
<td>MCHN 1320 Precision Tools and Measurement 3</td>
</tr>
<tr>
<td>Credit Hours 12</td>
</tr>
<tr>
<td>DFTG 1313 Drafting for Specific Occupations 3</td>
</tr>
<tr>
<td>MCHN 1343 Machine Shop Mathematics 3</td>
</tr>
<tr>
<td>MCHN 2303 Fundamentals of Computer Numerical Controlled (CNC) Machine Controls 3</td>
</tr>
<tr>
<td>MCHN 1326 Introduction to Computer-Aided Manufacturing (CAM) 3</td>
</tr>
<tr>
<td>Credit Hours 12</td>
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Fast Start Precision Manufacturing Certificate

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<table>
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<tr>
<td>DFTG 1325</td>
<td>Blueprint Reading and Sketching</td>
<td>3</td>
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<tr>
<td>MCHN 1338</td>
<td>Basic Machine Shop I</td>
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<td>Drafting for Specific Occupations</td>
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**Precision Manufacturing Technology Associate of Applied Science**

**TSI LIABLE**

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<td>Fundamentals of Computer Numerical Controlled (CNC) Machine Controls</td>
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$^1$ Identifies courses to fulfill minimum 15 credit hour General Education requirement
Architectural & Engineering Design Technology

Certificate

This specialization is designed to provide a pathway to the fields of architectural, visual, and civil engineering technologies. Students take basic courses that introduce them to a wide range of disciplines in the design-build community. In addition, students are introduced to architecture through an academic course and provided an opportunity to transfer credit to a four-year institution.

Specialization: Architectural and Visual Technology

Certificate and Associate of Applied Science

This program prepares students for careers in the design, building, and general business sectors. Students learn to communicate design solutions for architects, engineers, builders, and development companies through construction documents and numerous 2D and 3D visualizations. Students are trained in various industry standard software including AutoCad, Revit, Photoshop, and Illustrator. Upon completion of this program, students will be skilled in emerging technologies such as 3D printing, Building Information Modeling (BIM), and advanced graphic techniques. In addition, students are introduced to architecture through an academic course and provided an opportunity to transfer credit to a four-year institution.

Specialization: Architectural and Civil Engineering Technology

Certificate and Associate of Applied Science

This degree is designed to assist students in preparing architectural, structural, and civil construction documents for commercial, industrial and civil projects. Students are trained in various industry standard software including AutoCad, Revit, Microstation and Civil 3D to produce construction documents. They develop skills in the production of working/study models, Building Information Modeling (BIM), 3D printing and through specialized courses learn basic civil engineering technologies and surveying techniques. In addition, students are introduced to architecture through an academic course and provided an opportunity to transfer credit to a four-year institution.

Hugo Avila, Engineer, Halff Associates
Alejandro Folchi, Project Manager, Amtech Building Services
Jose Vela, Designer, Sigma HN Engineering
Sergio Castillo, Revit Specialist, ERO Architects
Vvette Barrera, City Engineer, City of McAllen
Andrew Ernest, Professor & Department Chair, Civil Engineering program at UTRGV
Katrin Leonard, Associate, Raba-Kistner Consultants, Inc.
Carolina Ovando, Architect, Orange Made LLC
John Gates, Principal Architect, Boultinghouse Simpson Gates Architects
Eugene Palacios, Project Manager, LNV Inc.

Certificates

• Architectural & Civil Engineering Technology Certificate (p. 111)

Architectural & Civil Engineering Technology Certificate

Course Title Credit Hours
First Semester
DFTG 1409 Basic Computer-Aided Drafting 4
DFTG 1315 Architectural Blueprint Reading and Sketching 3
ARCH 1311 Introduction to Architecture 3
DFTG 1493 Introduction to Civil Drafting 4
Credit Hours 14
Second Semester
DFTG 2419 Intermediate Computer-Aided Drafting 4
SRVY 1413 Plane Surveying 4
DFTG 2421 Topographical Drafting 4
DFTG 2428 Capstone: Architectural Drafting-Commercial 4
Credit Hours 16
Total Credit Hours 30 Credit Hours

Architectural and Engineering Design Technology Certificate

Course Title Credit Hours
First Semester
DFTG 1409 Basic Computer-Aided Drafting 4
DFTG 1315 Architectural Blueprint Reading and Sketching 3
ARCH 1311 Introduction to Architecture 3
ARCE 1421 Architectural Illustration 4
DFTG 1493 Introduction to Civil Drafting 4
Credit Hours 18
Total Credit Hours 18 Credit Hours

Architectural and Visual Technology Certificate

Course Title Credit Hours
First Semester
DFTG 1409 Basic Computer-Aided Drafting 4
DFTG 1315 Architectural Blueprint Reading and Sketching 3
ARCH 1311 Introduction to Architecture 3

South Texas College 111
### Architectural & Engineering Design Technology

**Specialization: Architectural and Civil Engineering Technology Associate of Applied Science**

**TSI LIABLE**

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<td>ARCE 1452</td>
<td>Structural Drafting</td>
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<td>DFTG 1380</td>
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1. Identifies courses to fulfill minimum 15 credit hour General Education requirement

### Course Title Credit Hours

#### First Semester
- DFTG 1409 Basic Computer-Aided Drafting 4
- DFTG 1315 Architectural Blueprint Reading and Sketching 3
- ARCH 1311 Introduction to Architecture 3
- DFTG 1493 Introduction to Civil Drafting 4

#### Credit Hours
- Total Credit Hours: 14

#### Second Semester
- DFTG 2419 Intermediate Computer-Aided Drafting 4
- DFTG 2428 Capstone: Architectural Drafting-Commercial 4
- SRVY 1413 Plane Surveying 4
- DFTG 2421 Topographical Drafting 4

#### Credit Hours
- Total Credit Hours: 16

#### Third Semester
- Math Elective (p. 89) 3
- ENGL 1301 Composition I 3

#### Credit Hours
- Total Credit Hours: 6

#### Fourth Semester
- ARCE 1452 Structural Drafting 4
- DFTG 2430 Civil Drafting 4
- DFTG 2438 Final Project - Advanced Drafting 4

#### Credit Hours
- Total Credit Hours: 12

#### Summer Session II
- Humanities Elective (p. 88) 3
- SPCH 1311 Introduction to Speech Communication 3
- PSYC 2301 or SOCI 1301 General Psychology or Introductory Sociology 3
- DFTG 1380 Cooperative Education 3

#### Credit Hours
- Total Credit Hours: 12

1. Identifies courses to fulfill minimum 15 credit hour General Education requirement
Automotive Technology

Certificate and Associate of Applied Science

The Automotive Technology program is designed to prepare students for an entry-level employment in the high technology automotive service industry. Students will gain knowledge in automotive heating and air conditioning systems, electrical/electronic systems, fuel injection, both manual and automatic transmissions/transaxles, engine performance, brake systems, steering and suspension systems, and computerized automotive control systems. Emphasis will be placed on hands-on learning in the labs to develop diagnostic and troubleshooting skills, as well as repair procedures.

Graduates of the Automotive Technology program are typically placed in dealerships, independent garages and specialty automotive repair facilities and quick service shops. Courses taken for completion of the Certificate Program can be applied toward completion of the Associate of Applied Science Degree in Automotive Technology.

Specialization: GM-ASEP (Automotive Service Educational Program)

Associate of Applied Science

What is GM-ASEP? ASEP is an educational partnership between South Texas College and General Motors Corporation. It is a GM-specific program designed to upgrade the technical competency and professional level of the entry-level GM dealership technician.

The curriculum reflects current GM technology. ASEP provides classroom and laboratory training that is reinforced by on-the-job experience in a GM dealership. It is a comprehensive, two-year program.

Ford Youth and Adult Training Program

Certificate

Ford Certified technicians know the skills required to perform regular maintenance, light repairs and parts installation on all types of Ford, Lincoln and Mercury automobiles and light trucks. Successful students in this program will achieve Ford Motor Company’s Maintenance and Light Repair certification, which includes:

• Automotive Electrical System
• Automotive Brake Systems
• Automotive Heating and Air Conditioning
• Automotive Suspension and Steering

Automotive Technology

Chet Hatzold, Service Specialist, Hunter Equipment Bill Seawell, Automotive Sales, Petroleum Solutions PSI Manuel Maciel, Instructor, La Joya High School Joe Campos, Owner, Miday Auto & Truck Service Joe Gonzalez, Salesman, Burton Auto Supply Eddie DeLeon, NAPA Auto Parts Sales Jesse Wilson, Advance Auto Parts Oscar Salinas, Advance Auto Parts Jauquin Baexa, O’Reilly’s Auto Parts Silvestre Vargas, Sivestre’s Truck and Auto Scott Vaughan, Burton Auto Parts

GM-ASEP Technology

Pete Garza, Service Manager, Bert Ogden Mission

Chris Hatzold, Service Manager, Bert Ogden Edinburg Joe Ochoa, Service Manager, Rio Motors, Rio Grande City Pascual Rodriguez, Service Manager, South Texas Buick, Pontiac, GMC, McAllen Baylor Vaughn, Service Manager, Clark Chevrolet, McAllen Rose Crookston, General Motors Mary Luna, Tipotex Chevrolet Brownsville Brian Johnson, General Motors Lupe Salazar, Service Manager, Ed Payne Motors Robert Perez, Service Manager, Fiesta Chevrolet Jose Trevino, Service Tec., Bert Ogden Motors-Edinburg Joko Winarto, Service & Part Rep, General Motors

FORD-YAATC Technology

Rey Montemayor, Service Manager, Boggus Ford Ruben Montemayor, Automotive Supervisor, Payne Weslaco Rolando Zamora, Automotive Manager, Payne Rio Grande City Judy Torres, Service Manager, Spikes Ford Gil Flesner, Service Manager, Hacienda Ford Alex Diaz, Automotive Manager, Spikes Ford

Certificates

• Automotive Technology Certificate (p. 113)
• Ford Youth and Adult Training Program Certificate (p. 114)

Associates Degrees

• Automotive Technology Associate of Applied Science (p. 114)
• Automotive Technology Specialization: GM-ASEP (Automotive Service Educational Program) Associate of Applied Science (p. 114)

Automotive Technology Certificate

TSI EXEMPT

Course Title Credit Hours
First Semester
AUMT 1201 Introduction and Theory of Automotive Technology 2
AUMT 1407 Automotive Electrical Systems 4
AUMT 1410 Automotive Brake Systems 4
AUMT 1416 Automotive Suspension and Steering Systems 4
Credit Hours 14
Second Semester
AUMT 1419 Automotive Engine Repair 4
AUMT 2417 Automotive Engine Performance Analysis I 4
AUMT 2425 Automotive Automatic Transmission and Transaxle 4
Credit Hours 12
Third Semester
AUMT 2313 Automotive Drive Train and Axles 3
AUMT 1345 Automotive Climate Control Systems 3
AUMT 2434 Automotive Engine Performance Analysis II 4
AUMT 1266 Practicum I 2
Credit Hours 12
Total Credit Hours 38 Credit Hours

South Texas College 113
# Ford Youth and Adult Training Program Certificate

**TSI EXEMPT**

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<td>Automotive Suspension and Steering Systems</td>
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<td>AUMT 1391</td>
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**Credit Hours: 18**

# Automotive Technology Associate of Applied Science

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**Credit Hours: 14**

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<tr>
<td>AUMT 2425</td>
<td>Automotive Automatic Transmission and Transaxle</td>
<td>4</td>
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<tr>
<td>AUMT 2434</td>
<td>Automotive Engine Performance Analysis II</td>
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**Credit Hours: 14**

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<th>Course Title</th>
<th>Credit Hours</th>
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<td>Industry Certifications</td>
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<tr>
<td>AUMT 2421</td>
<td>Automotive Electrical Diagnosis and Repair</td>
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<tr>
<td>AUMT 1266</td>
<td>Practicum I (CAPSTONE)</td>
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**Credit Hours: 12**

**Total Credit Hours: 60 Credit Hours**

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# Automotive Technology Specialization: GM-ASEP (Automotive Service Educational Program) Associate of Applied Science

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**Credit Hours: 14**

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<td>Automotive Engine Repair</td>
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**Credit Hours: 12**

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<td>Automotive Drive Train and Axles</td>
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<td>CAPSTONE: Practicum IV-GM ASEP</td>
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**Credit Hours: 4**

**Total Credit Hours: 60 Credit Hours**

---

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement.
Business Administration

Accounting Clerk Certificate

This program is designed to prepare students for an entry-level position in the field of Accounting. Graduates of this program will have the skills, knowledge, and abilities to perform general accounting duties.

Import/Export Certificate

The Import/Export certificate prepares students for an entry-level position with import/export businesses such as custom brokers, freight forwarders, commercial carriers, and international businesses. The graduates of this program will have the basic knowledge to take the Custom Broker exam.

Logistics Certificate

The Logistics Management Certificate prepares students for entry-level positions in the growing field of warehousing/logistics. The graduates of this program will have the basic knowledge to perform general support services in warehousing/logistics operations.

Management Certificate

This program will prepare students for an entry-level position in the private or public sector. Graduates of this program will have the skills, knowledge, and abilities to perform general managerial duties.

Marketing Certificate

This program will prepare students for an entry-level position in the field of marketing and sales. Graduates of this program will have the skills, knowledge, and abilities to perform general marketing duties.

Specialization: Accounting Associate of Applied Science

This program will prepare students for entry into the accounting profession. The two-year program emphasizes internal accounting procedures and generally accepted principles as they apply to external reporting.

Specialization: Import/Export/Logistics Associate of Applied Science

This program will prepare students for entry into the import/export/logistics profession. It is designed to update and expand the skills of those already working in the field, as well as assist those individuals who are considering the import/export/logistics field as a profession. The graduates of this program will have the basic knowledge to take the Custom Broker exam.

Specialization: Management Associate of Applied Science

This program will prepare students for various managerial positions such as entry-level management trainee. The program will prepare students in areas such as communication skills, accounting, human resource management, marketing, problem solving and decision-making.

Specialization: Marketing Associate of Applied Science

This program will prepare students for an entry-level position in marketing and sales. The program will prepare students in areas such as communication skills, sales, product design, advertisement, and public relations.

Note: All of the above Business Administration programs are ACBSP Accredited.

Accounting

Jesse Sanchez, Loan Officer, PeopleFund
Melinda Bosquez, Burton Mccumber
Susana Garza, Magic Valley Electric
Yesenia Celestino, H.E.B. Credit Union

Import / Export / Logistics

Martin Rabanales, Institute of Advanced Manufacturing
Mark Garcia, Vice President of Operations, McAllen Free Trade Zone (FTZ)
Walter Weaver, Assistant Port Director, US Customs & Border Protection
Sylvia Garces Soria, ASQ 1425
Jose A. Andrade, RG GX Rio Grande Chemical, Ltd..

Management

Carlos Leal, Director, Rio Grande Regional Hospital
Benita Valadez, Owner-Manager, RAM/VAL Inc.
Mike Willis, President, Office for Business Partnerships Workforce Solutions
Victor Huerta, University of Texas Rio Grande Valley
Noe Estrada, Branch Manager, Citi-Bank
Gerardo Perez, Service Manager, Stewart & Stevenson
Alma Ortega Johnson, President, Wells Fargo

Marketing

Craig Lewis, Executive Vice President & Cashier, Rio Bank
Cristal Hernandez, Marketing Manager, Bert Ogden RGV
Silvestre Trevino IV, CEO, Texas Scholars Magazine
Nathan Cain, Marketing Director, Matts Building Materials
Stephanie Hawk, Catalyst, Cobalt Digital Marketing
Jose Eloy Garza, Instructor, PSJA/STC

Certificates

• Accounting Clerk Certificate (p. 116)
• Import/Export Certificate (p. 116)
• Logistics Certificate (p. 116)
• Management Certificate (p. 116)
• Marketing Certificate (p. 116)

Associates Degrees

• Business Administration
  • Specialization: Accounting Associate of Applied Science (p. 117)
  • Specialization: Import/Export/Logistics Associate of Applied Science
# Accounting Clerk Certificate

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# Import/Export Certificate

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# Logistics Certificate

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# Management Certificate

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# Marketing Certificate

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<td>Introduction to Computing or Integrated Software Applications I</td>
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<td>IBUS 2371</td>
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**Second Semester**

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Total Credit Hours: 15-16

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### Business Administration Specialization: Accounting Associate of Applied Science

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Total Credit Hours: 15

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#### First Semester

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Total Credit Hours: 15

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#### Second Semester

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Credit Hours: 12

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#### Third Semester

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<td>Principles of Managerial Accounting</td>
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Credit Hours: 16

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Credit Hours: 16

Total Credit Hours: 60 Credit Hours

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement

---

**South Texas College 117**
Students must take a 4 credit hour course in order to fulfill the Math Elective.

### Business Administration

**Specialization: Management Associate of Applied Science**

**TSI LIABLE**

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1. Identifies courses to fulfill minimum 15 credit hour General Education requirement
2. Students must take a 4 credit hour course in order to fulfill the Math and Natural Sciences Elective.

### Business Administration

**Specialization: Marketing Associate of Applied Science**

**TSI LIABLE**

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<td>Advertising and Sales Promotion</td>
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<tr>
<td>BUSG 2309</td>
<td>Small Business Management/Entrepreneurship</td>
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<tr>
<th>Fourth Semester</th>
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<tr>
<td>Humanities Elective (p. 88)</td>
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<tr>
<td>Social and Behavioral Sciences Elective (p. 89)</td>
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<td>MRKG 1313</td>
<td>Public Relations</td>
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<td>Principles of Economics I - Macro 1</td>
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<td>BMGT 2268</td>
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</table>

1. Identifies courses to fulfill minimum 15 credit hour General Education requirement
2. Students must take a 4 credit hour course in order to fulfill the Math and Natural Sciences Elective.
Business Administration (Transfer Plan)

Associate of Arts

This degree designed for those students who plan to transfer to a four-year college or university to earn a Bachelor of Business Administration a Bachelor of Arts, or a Bachelor of Science Degree. Students take classes to complete state general education requirements and a combination of business classes in accounting, computers, and economics which fulfill the Associate of Art Degree in Business Administration. Upon transferring to a four-year college or university, students may choose a concentration in Accounting, Economics, General Business, Finance, International Business, Information Systems, Management, or Marketing.

Note: All of the above Business Administration programs are ACBSP Accredited.

TSI LIABLE

Field of Study - 18 Credit Hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 2401</td>
<td>Principles of Financial Accounting</td>
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</tr>
<tr>
<td>ACCT 2402</td>
<td>Principles of Managerial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>ECON 2302</td>
<td>Principles of Economics II - Micro</td>
<td>3</td>
</tr>
<tr>
<td>BUSI 1301</td>
<td>Business Principles</td>
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</tr>
<tr>
<td>MATH 1425</td>
<td>Calculus for Business and Social Sciences</td>
<td>4</td>
</tr>
</tbody>
</table>

STC Core Curriculum - 42 Credit Hours

Complete 42 credit hours of required Core Curriculum 1,2

Total Credit Hours 60

1 Business Administration majors must take ECON 2301 Principles of Economics I - Macro to fulfill the Social/Behavioral Science component of the Core Curriculum.

2 Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI LIABLE

Recommended Course Sequence

<table>
<thead>
<tr>
<th>Course</th>
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<th>Credit Hours</th>
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<tr>
<td>First Semester</td>
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<tr>
<td>HIST 1301 or HIST 2327</td>
<td>United States History I or Mexican-American History I</td>
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</tr>
<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
</tr>
<tr>
<td>Select one of the following:</td>
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<tr>
<td>COSC 1301</td>
<td>Introduction to Computing</td>
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</tr>
<tr>
<td>Speech Elective-Component Area Option-Core Curriculum</td>
<td></td>
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<tr>
<td>BUSI 1301</td>
<td>Business Principles</td>
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Second Semester

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<tr>
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<tbody>
<tr>
<td>HIST 1302 or HIST 2328</td>
<td>United States History II or Mexican-American History II</td>
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<tr>
<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
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<tr>
<td>Creative Arts Elective - Core Curriculum (p. 87)</td>
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</tr>
<tr>
<td>Mathematics Elective - Core Curriculum (p. 86)</td>
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<td>3</td>
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</table>
Computer and Advanced Technologies

Cloud Computing and Virtualization Specialist Certificate

In this specialization, students will learn cloud computing skills, which include installation, maintenance, and support for computer systems as well as traditional, wireless and cloud-based networks. Students will take courses to learn how to properly install, maintain and troubleshoot computer systems, software, wired networks, wireless networks and cloud-based systems.

Computer and Internet Specialist Certificate

This one-semester specialization will provide students with the foundation required in the use of computers and the Internet. The student will learn entry-level skills needed to effectively use the latest computer and Internet technologies in a business environment. Graduates will have knowledge in the areas of technology including computer hardware, software, operating systems, networking, Internet and electronic mail concepts, word processing applications, and presentation media.

Specialization: Computer Maintenance Technology Certificate and Associate of Applied Science

Students who graduate from this specialization will gain skills necessary to compete in the computer maintenance industry. They will learn skills such as computing architecture, computer installation, maintenance, peripheral installation and troubleshooting, as well as provide hardware and software support for users within their organization.

Specialization: Computer Support and Telecommunication Specialist Certificate and Associate of Applied Science

In this specialization, students will learn computer support and telecommunication skills, which include installation, maintenance, and support for computer systems, computer networks and cabling infrastructure. Students will take courses to learn how to properly install, maintain and troubleshoot computer systems, software, peripherals, and networks as well as provide technical support for users within their organization.

Mechatronics Technology Specialist Certificate

This specialization is a blend of mechanics and electronics. Mechatronics implements techniques in robotics, controls theory, computing architecture and electronics technology. This program will prepare students with the hands-on training they need to work in this industry. Graduates may find employment as technicians assisting engineers.

Telecommunication Support Specialist Certificate

Students who graduate from this specialization will gain skills necessary to compete in the telecommunication support industry. The courses are aligned to the Electronic Systems Professional Alliance (ESPA) entry-level Electronic Systems Technicians (ESTs) industry certification. Students will learn advanced installation and troubleshooting of telecommunication systems such as telephony, broadband as well as copper and fiber optic structured cabling systems to deliver voice, data, Internet and video/web services to end users.

Voice and Data Technician Certificate

This one-semester specialization will provide students with the foundation skills in the telecommunication industry. The courses are aligned to the Electronic Systems Professional Alliance (ESPA) entry-level Electronic Systems Technicians (ESTs) industry certification. Students will learn traditional telecommunication systems such as telephony, broadband as well as copper and fiber optic structured cabling systems to deliver voice, data, Internet and video/web services to end users.

Jose Lucio Gonzalez, Computer Services Engineer, South Texas College
Jaime Hinojosa, Information Technology Officer, Elsa State Bank
Eric Rodriguez, Owner, PC Station
Marciano Garza, IT Coordinator, Safeguard Insurance
Michael Murphy, Senior Cloud Solution Architect, Hewlett Packard
Michael Saucedo, IT Support Specialist, Doctors Hospital at Renaissance

Certificates

- Cloud Computing and Virtualization Specialist Certificate (p. 120)
- Computer and Internet Specialist Certificate (p. 121)
- Computer Maintenance Specialist Certificate (p. 121)
- Mechatronics Technology Specialist Certificate (p. 121)
- Telecommunication Support Specialist Certificate (p. 121)
- Voice and Data Technician Certificate (p. 121)

Associates Degrees

- Computer and Advanced Technologies
  - Specialization: Computer Maintenance Technology Associate of Applied Science (p. 121)
  - Specialization: Computer Support and Telecommunication Specialist Associate of Applied Science (p. 122)

Cloud Computing and Virtualization Specialist Certificate

TSI EXEMPT

<table>
<thead>
<tr>
<th>Course</th>
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<td>CPMT 1403</td>
<td>Introduction to Computer Technology</td>
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<tr>
<td>CPMT 1449</td>
<td>Computer Networking Technology</td>
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</tr>
<tr>
<td>CPMT 1411</td>
<td>Introduction to Computer Maintenance</td>
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Credit Hours 12
Computer and Internet Specialist Certificate
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<tr>
<td>CPMT 1404</td>
<td>Microcomputer System Software</td>
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<tr>
<td>CPMT 1443</td>
<td>Microcomputer Architecture</td>
<td>4</td>
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<td>Introduction to Computer Maintenance</td>
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<td>Computer Systems Maintenance</td>
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<tr>
<td>CPMT 1447</td>
<td>Computer System Peripherals</td>
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<td>CPMT 1449</td>
<td>Computer Networking Technology</td>
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Computer Maintenance Specialist Certificate
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<tr>
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<td>Second Semester</td>
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<td>CPMT 1445</td>
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<td>CPMT 1447</td>
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Mechatronics Technology Specialist Certificate
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<td>Robotic Fundamentals</td>
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<td>DC/AC Circuits</td>
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<td>Digital Fundamentals</td>
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<td>CPMT 1443</td>
<td>Microcomputer Architecture</td>
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<td>Credit Hours</td>
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<tr>
<td>ELMT 1405</td>
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<tr>
<td>RBTC 1401</td>
<td>Programmable Logic Controllers</td>
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Telecommunication Support Specialist Certificate
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<tr>
<td>CETT 1409</td>
<td>DC/AC Circuits</td>
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<td>CPMT 1443</td>
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<tr>
<td>EECT 1407</td>
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<td>EECT 2188</td>
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Voice and Data Technician Certificate
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Computer and Advanced Technologies Specialization: Computer Maintenance Technology Associate of Applied Science
TSI LIABLE

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<tr>
<td>CPMT 1403</td>
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<tr>
<td>CPMT 1404</td>
<td>Microcomputer System Software</td>
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<tr>
<td>CPMT 1411</td>
<td>Introduction to Computer Maintenance</td>
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</tr>
<tr>
<td>CPMT 1443</td>
<td>Microcomputer Architecture</td>
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<tr>
<td>Second Semester</td>
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<td>CPMT 1445</td>
<td>Computer Systems Maintenance</td>
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South Texas College
## Computer and Advanced Technologies

### Specialization: Computer Support and Telecommunication Specialist

**Associate of Applied Science**

<table>
<thead>
<tr>
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<td>CETT 1409</td>
<td>DC/AC Circuits</td>
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</tr>
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<td>CPMT 1443</td>
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<td>EECT 1403</td>
<td>Introduction to Telecommunications</td>
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<tr>
<td><strong>Second Semester</strong></td>
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<tr>
<td>CPMT 1403</td>
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<td>Introduction to Computer Maintenance</td>
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<tr>
<td>CPMT 2402</td>
<td>Home Technology Integration</td>
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<td>CPMT 2449</td>
<td>Advanced Computer Networking Technology</td>
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<table>
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<tr>
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<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td><strong>Fourth Semester</strong></td>
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<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
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</tr>
<tr>
<td>COSC 1301</td>
<td>Introduction to Computing</td>
<td>3</td>
</tr>
<tr>
<td>Humanities Elective (p. 88)</td>
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<table>
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<tr>
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<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td><strong>Total Credit Hours</strong></td>
<td></td>
<td>60 Credit Hours</td>
</tr>
</tbody>
</table>

1. Identifies courses to fulfill minimum 15 credit hour General Education requirement
Construction Supervision

Construction Supervision Assistant Certificate

The Construction Supervision Assistant Certificate program will prepare students to serve as assistants to a construction supervisor or project manager. The skills acquired will prepare the student to assist a Construction Manager, Project Manager, or Superintendent in the supervision and management of residential, commercial, and institutional construction projects. The student will focus on acquiring the skills necessary to assist in the monitoring of construction processes to include but not limited to, construction estimating, building codes and inspections, construction technology and basic construction management duties.

Graduates of the program will be prepared for entry level positions such as junior estimator, assistant of construction superintendents, program managers and/or general contractors.

Construction Supervision Associate of Applied Science

The Construction Supervision program will prepare students for supervision and management careers related to various aspects of residential, commercial, and institutional construction projects.

The Construction Supervision student will focus on acquiring the skills necessary to monitor, direct and conduct supervision processes to include but not limited to planning, scheduling, coordinating, estimating, and supervising all or part of the construction activities along with the selection, hiring and oversight of specialty trade contractors, as well as assessing risk and safety factors on site.

Graduates of the program will be prepared for entry level positions such as assistant construction superintendent, junior estimator, program manager, or general contractor for property owners, developers, or construction management firms.

Perry Vaughn, Executive Director, RGV-Associated General Contractors of America
Rogelio Troyo, Project Manager - ROFA Architects, Inc.
Peyton Oakley, Construction/Project Manager - 5 Star Construction
Esteban Flores,Intern Superintendent - POLARIS Construction
Belinda Tarver, Building Inspector - City of McAllen
Eriberto Orta, Construction Manager - RGV-Habitat for Humanity
Maria Coria, Assistant Construction Manager - RGV-Habitat for Humanity
Lorenzo Moreno, Project Manager - ECON Construction
Manny Gonzalez, Manager - McCoy’s Lumber Pharr

Certificate
- Construction Supervision Assistant (p. 123)

Associates Degree
- Construction Supervision
  - Specialization: Construction Supervision Associate of Applied Science (p. 123)

Construction Supervision Assistant Certificate

<table>
<thead>
<tr>
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<td>Construction Technology I</td>
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<td>CNBT 1311</td>
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<td>CNBT 1300</td>
<td>Residential and Light Blueprint Reading and Sketching</td>
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Second Semester

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<tr>
<td>CNBT 2342</td>
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</tr>
<tr>
<td>CNBT 1342</td>
<td>Building Codes and Inspections</td>
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<td>CNBT 1346</td>
<td>Construction Estimating I</td>
<td>3</td>
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<tr>
<td>CNBT 1302</td>
<td>Mechanical, Plumbing &amp; Electrical Systems in Construction I</td>
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Third Semester

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<tbody>
<tr>
<td>CNBT 1315</td>
<td>Field Engineering I</td>
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Total Credit Hours: 31

Construction Supervision Associate of Applied Science

TSI LIABLE

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<tr>
<th>Course</th>
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<tr>
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<td>COSC 1301</td>
<td>Introduction to Computing</td>
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<tr>
<td>CNBT 1316</td>
<td>Construction Technology I</td>
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<td>Basic Construction Management</td>
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<td>Construction Methods and Materials I</td>
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<td>CNBT 1300</td>
<td>Residential and Light Blueprint Reading and Sketching</td>
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Second Semester

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<td>ENGL 1301</td>
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<td>Building Codes and Inspections</td>
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<td>Construction Estimating I</td>
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<tr>
<td>CNBT 1302</td>
<td>Mechanical, Plumbing &amp; Electrical Systems in Construction I</td>
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Third Semester

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Fourth Semester

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<td>CNBT 2337</td>
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<td><strong>Fifth Semester</strong></td>
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1 Identifies courses to fulfill minimum 15 credit hour General Education requirement
Culinary Arts

Commercial Baking Certificate
This certificate prepares students to serve under the supervision of pastry chefs, bakers, and other food service professionals as bakery support staff and commercial bakery workers.

Commercial Cooking Certificate
This certificate prepares students to serve under the supervision of chefs and other food service professionals as kitchen support staff and commercial food preparation workers.

Culinary Arts

Associate of Applied Science
The program prepares students through lecture and lab courses in culinary arts, nutrition, supervision, a practicum, and general education courses. This degree leads to careers in restaurants, catering, hotels and resorts, and other commercial food services. Graduates take positions as sous-chefs, professional assistants to chefs or culinary managers, supervisors of food production and service, stewards, banquet managers, purchasing agents, or restaurant supervisors.

Specialization: Baking and Pastry Arts
Associate of Applied Science
The program prepares students through lecture and lab courses in culinary arts, baking, nutrition, supervision, a practicum, and general education courses. This degree leads to careers in restaurants, catering, hotels/resorts, bakeries, pastry shops, cake shops, and other commercial food services. Graduates take positions as a baker assistant, assistant pastry chef, cake decorating assistant, or bakery supervisor.

Larry Delgado, Executive Chef/Owner, House Wine, Salt New American Table
Jessica Delgado, General Manager/Owner, House Wine, Salt New American Table
Cynthia Ebrom, Pastry Chef/Owner, Cynthia’s Cakes
Cynthia Villarreal, General Manager/Owner, Villa Del Mar
Luis Espinoza, Executive Chef at Doctors Hospital at Renaissance

Certificates
• Commercial Baking Certificate (p. 125)
• Commercial Cooking Certificate (p. 125)

Associates Degree
• Culinary Arts Associate of Applied Science (p. 125)
• Culinary Arts Associate of Applied Science - Specialization: Baking and Pastry Arts (p. 126)

Commercial Baking Certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>PSTR 1301</td>
<td>Fundamentals of Baking</td>
<td>3</td>
</tr>
<tr>
<td>PSTR 1306</td>
<td>Cake Decorating I</td>
<td>3</td>
</tr>
<tr>
<td>PSTR 1310</td>
<td>Pies, Tarts, Teacakes and Cookies</td>
<td>3</td>
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<tr>
<td><strong>Credit Hours</strong></td>
<td></td>
<td><strong>12</strong></td>
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<tr>
<td><strong>Second Semester</strong></td>
<td></td>
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</tr>
<tr>
<td>PSTR 1305</td>
<td>Breads and Rolls</td>
<td>3</td>
</tr>
<tr>
<td>PSTR 2301</td>
<td>Chocolates and Confections</td>
<td>3</td>
</tr>
<tr>
<td>PSTR 2331</td>
<td>Advanced Pastry Shop</td>
<td>3</td>
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<tr>
<td>PSTR 1264</td>
<td>CAPSTONE: Practicum I</td>
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Culinary Arts Associate of Applied Science

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<tbody>
<tr>
<td>CHEF 1305</td>
<td>Sanitation and Safety</td>
<td>3</td>
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<tr>
<td>CHEF 1301</td>
<td>Basic Food Preparation</td>
<td>3</td>
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<tr>
<td>PSTR 1301</td>
<td>Fundamentals of Baking</td>
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</tr>
<tr>
<td>BIOL 1322</td>
<td>Nutrition and Diet Therapy</td>
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<td><strong>Credit Hours</strong></td>
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<td><strong>Second Semester</strong></td>
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<tr>
<td>RSTO 2307</td>
<td>Catering</td>
<td>3</td>
</tr>
<tr>
<td>RSTO 1204</td>
<td>Dining Room Service</td>
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</tr>
<tr>
<td>CHEF 2301</td>
<td>Intermediate Food Preparation</td>
<td>3</td>
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<tr>
<td>CHEF 1264</td>
<td>CAPSTONE: Practicum</td>
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Commercial Cooking Certificate

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<tr>
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<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>CHEF 1305</td>
<td>Sanitation and Safety</td>
<td>3</td>
</tr>
<tr>
<td>CHEF 1301</td>
<td>Basic Food Preparation</td>
<td>3</td>
</tr>
<tr>
<td>PSTR 1301</td>
<td>Fundamentals of Baking</td>
<td>3</td>
</tr>
<tr>
<td>TECM 1303 or MATH 1332</td>
<td>Technical Calculations or Contemporary Mathematics</td>
<td>3</td>
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<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
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<tr>
<td><strong>Credit Hours</strong></td>
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<tr>
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<td>Intermediate Food Preparation</td>
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<tr>
<td>RSTO 2307</td>
<td>Catering</td>
<td>3</td>
</tr>
<tr>
<td>RSTO 2301</td>
<td>Principles of Food and Beverage Controls</td>
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<td>RSTO 1204</td>
<td>Dining Room Service</td>
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</tr>
<tr>
<td>SPCH 1311 or SPCH 1321</td>
<td>Introduction to Speech Communication or Business and Professional Communication</td>
<td>3</td>
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<tr>
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<tr>
<td>CHEF 1345</td>
<td>International Cuisine</td>
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<tr>
<td>PSTR 2331</td>
<td>Advanced Pastry Shop</td>
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<td>BIOL 1322</td>
<td>Nutrition and Diet Therapy</td>
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<td>SODI 1301</td>
<td>Introductory Sociology</td>
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<tr>
<td>ACNT 1303 or MRKG 1311</td>
<td>Introduction to Accounting I or Principles of Marketing</td>
<td>3</td>
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<td>COSC 1301</td>
<td>Introduction to Computing</td>
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### Fourth Semester

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<td>RSTO 1201</td>
<td>Beverage Management</td>
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<td>BUSG 2309</td>
<td>Small Business Management/Entrepreneurship</td>
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<tr>
<td>Humanities Elective (p. 88)¹</td>
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<tr>
<td>CHEF 2264</td>
<td>CAPSTONE: Practicum II</td>
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**Total Credit Hours**: 13

¹ Identifies courses to fulfill minimum 15 credit hour General Education requirement

### Culinary Arts Associate of Applied Science - Specialization: Baking and Pastry Arts

#### TSI LIABLE

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<th>Course</th>
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<tr>
<td>CHEF 1301</td>
<td>Basic Food Preparation</td>
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<tr>
<td>CHEF 1305</td>
<td>Sanitation and Safety</td>
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<td>PSTR 1301</td>
<td>Fundamentals of Baking</td>
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<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
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<tr>
<td>TECM 1303 or MATH 1332</td>
<td>Technical Calculations or Contemporary Mathematics</td>
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**Credit Hours**: 15

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<tr>
<td>PSTR 1310</td>
<td>Pies, Tarts, Teacakes and Cookies</td>
<td>3</td>
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<td>PSTR 1306</td>
<td>Cake Decorating I</td>
<td>3</td>
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<tr>
<td>RSTO 2301</td>
<td>Principles of Food and Beverage Controls</td>
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<td>PSTR 1305</td>
<td>Breads and Rolls</td>
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<tr>
<td>SPCH 1311 or SPCH 1321</td>
<td>Introduction to Speech Communication or Business and Professional Communication</td>
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**Credit Hours**: 15

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<tr>
<td>PSTR 2301</td>
<td>Chocolates and Confections</td>
<td>3</td>
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<tr>
<td>BIOL 1322</td>
<td>Nutrition and Diet Therapy II</td>
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<tr>
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<td>Plated Desserts</td>
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<td>BUSG 2309</td>
<td>Small Business Management/Entrepreneurship</td>
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<tr>
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<tr>
<td>PSTR 2264</td>
<td>Capstone: Practicum II</td>
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</table>

**Credit Hours**: 15

**Total Credit Hours**: 60 Credit Hours
Diesel Technology

Certificate and Associate of Applied Science

The Diesel Technology industry is a rapidly growing industry which is requiring a growing number of qualified technicians. The Diesel Technology student will acquire the knowledge and skills necessary for the repair of diesel engines, electrical and electronic control systems, hydraulic systems, air brakes, suspension, steering, and transmissions through a combination of lecture and lab work, to include troubleshooting and diagnostic procedures.

Richard Estevanes, PR/GM, MVT&T Chair of Advisory Committee
Alex Quintanilla, Service Manager Doggett Freightliner
Jose Vargas, Shop Foreman, Rush Truck Center
Ted Ackerman, Service Manager, Thermo King
Guadalupe Pena, Service Manager, Holt (Trucks)
Scott Freeman, Shop Foreman, HEB
Robert Alaniz, Service Director, Valley Truck Center
Kathy Stanfill, Service Manager, Rush Truck Center
Omar Rios, Briggs Equipment

Certificate

• Diesel Technology Certificate (p. 127)

Associates Degree

• Diesel Technology Associate of Applied Science (p. 127)

Diesel Technology Certificate

TSI EXEMPT

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<td>DEMR 1405</td>
<td>Basic Electrical Systems</td>
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<td>DEMR 1410</td>
<td>Diesel Engine Testing and Repair I</td>
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<td>DEMR 1229</td>
<td>Preventative Maintenance</td>
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<td>DEMR 1442</td>
<td>Power Train Applications I</td>
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<td>DEMR 2432</td>
<td>Electronic Controls</td>
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<td>DEMR 1416</td>
<td>Basic Hydraulics</td>
<td>4</td>
</tr>
<tr>
<td>DEMR 1323</td>
<td>Heating, Ventilation, and Air Conditioning</td>
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Credit Hours 15

Third Semester

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<tbody>
<tr>
<td>WLDG 1428</td>
<td>Introduction to Shielded Metal Arc Welding (SMAW)</td>
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<tr>
<td>DEMR 1417</td>
<td>Basic Brake Systems</td>
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</tr>
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<td>DEMR 1230</td>
<td>Steering and Suspension I</td>
<td>2</td>
</tr>
<tr>
<td>DEMR 1303</td>
<td>Basic Driving Skills</td>
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<tr>
<td>DEMR 1266</td>
<td>CAPSTONE: Practicum</td>
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Credit Hours 15

Fourth Semester

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<tr>
<td>Social and Behavioral Sciences Elective (p. 89)</td>
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<tr>
<td>Humanities Elective (p. 88)</td>
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<tr>
<td>SPCH 1318</td>
<td>Interpersonal Communications</td>
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<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
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</table>

Credit Hours 16

Total Credit Hours 60 Credit Hours

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement
The Electrician Assistant program will prepare students to help assemble, install, test, and maintain electrical systems. They will be trained to read blueprints, plan and layout wiring for residential, commercial, and industrial projects to meet job specifications of local and state NEC codes, diagnose malfunctioning systems, apparatus, and components, using testing devices such as, ohmmeters, and voltmeters.

Graduates of this program will also gain knowledge in the installation of electrical systems in factories, office buildings, homes and other structures. Graduates will be eligible to apply for an apprentice license and work under the direct supervision of a Master Electrician to obtain the Journeyman License, followed by an examination for licensure after completion of 8,000 hours of field experience.

The Electrician Technology Associate of Applied Science degree will further the study of the necessary technical, academic, work habit, communication, and interpersonal skills required for employment in the field. The curriculum will include studies in electrical theory that will advance into complex electrical systems, building upon the knowledge and skills acquired throughout the program.

The program will also prepare students to apply technical knowledge and skills to install, operate, maintain, and repair of electric equipment and systems such as residential, commercial, industrial projects, Wind and Solar Technology, electric-power wiring, DC and AC motors, controls and electrical distribution panels. Instruction will also include the study of the principles of electrical systems, wiring, power transmission, safety, industrial and, electrical testing and inspection, and applicable codes and standards.

Joel Martinez, Industrial Electrician, Clove-Mart Electric
Roy Sagredo, Master Electrician, Atlas Electric and AC
Juan Hermosillo, AEP PR
Alex Molina, Texas Alarms
Eduardo Pastor, McAllen Code Enforcement
Adan Magallen, Builder, Electrical Inspector
Johnny Rodriguez, OSHA

Certificate

- Electrician Assistant, Certificate (p. 128)

Associates Degree

- Electrician Technology Associate of Applied Science (p. 128)

Certificate

- Electrician Assistant, Certificate (p. 128)

Associates Degree

- Electrician Technology Associate of Applied Science (p. 128)

The Electrician Assistant program will prepare students to help assemble, install, test, and maintain electrical systems. They will be trained to read blueprints, plan and layout wiring for residential, commercial, and industrial projects to meet job specifications of local and state NEC codes, diagnose malfunctioning systems, apparatus, and components, using testing devices such as, ohmmeters, and voltmeters.

Graduates of this program will also gain knowledge in the installation of electrical systems in factories, office buildings, homes and other structures. Graduates will be eligible to apply for an apprentice license and work under the direct supervision of a Master Electrician to obtain the Journeyman License, followed by an examination for licensure after completion of 8,000 hours of field experience.

The Electrician Technology Associate of Applied Science degree will further the study of the necessary technical, academic, work habit, communication, and interpersonal skills required for employment in the field. The curriculum will include studies in electrical theory that will advance into complex electrical systems, building upon the knowledge and skills acquired throughout the program.

The program will also prepare students to apply technical knowledge and skills to install, operate, maintain, and repair of electric equipment and systems such as residential, commercial, industrial projects, Wind and Solar Technology, electric-power wiring, DC and AC motors, controls and electrical distribution panels. Instruction will also include the study of the principles of electrical systems, wiring, power transmission, safety, industrial and, electrical testing and inspection, and applicable codes and standards.

Joel Martinez, Industrial Electrician, Clove-Mart Electric
Roy Sagredo, Master Electrician, Atlas Electric and AC
Juan Hermosillo, AEP PR
Alex Molina, Texas Alarms
Eduardo Pastor, McAllen Code Enforcement
Adan Magallen, Builder, Electrical Inspector
Johnny Rodriguez, OSHA

Certificate

- Electrician Assistant, Certificate (p. 128)

Associates Degree

- Electrician Technology Associate of Applied Science (p. 128)
Fire Science Technology Associate of Applied Science

The Fire Science Technology Associate Degree program is designed to build on students’ knowledge of the firefighting occupation. The program will prepare students for firefighter certifications beyond the basic fire suppression certification according to the standards from the Texas Commission on Fire Protection. Students will also be introduced to the organization and management of a fire department and the relationship of government agencies to the fire service. It also provides a sound foundation for continuous higher learning in fire protection, administration, and management.

Dr. Armando Ocaña, School Safety Director, La Joya ISD
Ricardo Reyes, Fire Chief, Rio Grande City Fire Department
Rene Lopez, Jr., Fire Chief, Mission Fire Department
### Escrowed Credit

Upon successful completion of FIRT 1427 Building Construction in the Fire Service and FIRT 1353 Legal Aspects of Fire Protection, students who have successfully completed and maintain Firefighter Certification through a Texas Commission on Fire Protection licensed Fire Academy will be awarded 26 credit hours for the following courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>FIRS 1301</td>
<td>Firefighter Certification I</td>
<td>3</td>
</tr>
<tr>
<td>FIRS 1407</td>
<td>Firefighter Certification II</td>
<td>4</td>
</tr>
<tr>
<td>FIRS 1313</td>
<td>Firefighter Certification III</td>
<td>3</td>
</tr>
<tr>
<td>FIRS 1319</td>
<td>Firefighter Certification IV</td>
<td>3</td>
</tr>
<tr>
<td>FIRS 1203</td>
<td>Firefighter Agility and Fitness Preparation</td>
<td>2</td>
</tr>
<tr>
<td>FIRS 1423</td>
<td>Firefighter Certification V</td>
<td>4</td>
</tr>
<tr>
<td>FIRS 1329</td>
<td>Firefighter Certification VI</td>
<td>3</td>
</tr>
<tr>
<td>FIRS 1433</td>
<td>Firefighter Certification VII</td>
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</table>

Total Credit Hours 26
Heating, Ventilation, Air Conditioning and Refrigeration Technology

Certificate and Associate of Applied Science

The Heating, Ventilation, Air Conditioning and Refrigeration (HVACR) field has experienced massive technological changes requiring educated and highly trained technicians.

Heating, Ventilation, Air Conditioning and Refrigeration technicians are primarily trained in the service, repair, maintenance and installation of heating, cooling and refrigeration equipment including domestic, residential, commercial and industrial systems.

Career preparation requires extensive educational training in refrigeration systems, electrical electronic controls, pneumatic controls, cooling and heating systems, duct design, fabrication and residential and commercial heat gained and loss calculations.

Some of the opportunities for employment in Heating, Ventilation, Air Conditioning and Refrigeration include: Engineers in sales, application and operating, technicians in testing, equipment installers, preventive maintenance, service and repair, wholesale, and sheet metal specialist.

Rodolfo Cantu, Chairperson, RBC Services, Alamo Hector Becerra, Vice-Chairperson, Hector’s Air Conditioning, McAllen Patricia Serna, Secretary, Gemaire Supply, McAllen Mark Hernandez, Member, Checkmark Refrigeration LLC, Weslaco Willy G. Gonzalez, Member, Johnstone Supply, Pharr Anival Perez, Member, Goodman Distributing, Mission Edgar Zamora, Member, Extreme Service, Alton

Certificate

• Heating, Ventilation, Air Conditioning and Refrigeration Technology Certificate (p. 131)

Associates Degree

• Heating, Ventilation, Air Conditioning and Refrigeration Technology Associate of Applied Science (p. 131)

Heating, Ventilation, Air Conditioning and Refrigeration Technology Certificate

TSI EXEMPT

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tr>
<td>HART 1401</td>
<td>Basic Electricity for HVAC</td>
<td>4</td>
</tr>
<tr>
<td>HART 1407</td>
<td>Refrigeration Principles</td>
<td>4</td>
</tr>
<tr>
<td>HART 1410</td>
<td>HVAC Shop Practices and Tools</td>
<td>4</td>
</tr>
<tr>
<td>HART 1445</td>
<td>Gas and Electrical Heating</td>
<td>4</td>
</tr>
<tr>
<td>HART 2431</td>
<td>Advanced Electricity for HVAC</td>
<td>4</td>
</tr>
<tr>
<td>HART 2445</td>
<td>Air Conditioning Systems Design</td>
<td>4</td>
</tr>
<tr>
<td>HART 2434</td>
<td>Advanced Air Conditioning Controls</td>
<td>4</td>
</tr>
<tr>
<td>HART 2438</td>
<td>Capstone: Air Conditioning Installation and Startup</td>
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<tr>
<td>HART 2441</td>
<td>Commercial Air Conditioning</td>
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</tr>
<tr>
<td>HART 2442</td>
<td>Commercial Refrigeration</td>
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</tr>
<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
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<tr>
<td>MATH 1414</td>
<td>College Algebra</td>
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<td>HART 2434</td>
<td>Advanced Air Conditioning Controls</td>
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</tr>
<tr>
<td>HART 2438</td>
<td>Capstone: Air Conditioning Installation and Startup</td>
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<tr>
<td>HART 2441</td>
<td>Commercial Air Conditioning</td>
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<td>HART 2443</td>
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<tr>
<td>Humanities Elective (p. 88)</td>
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<tr>
<td>Social and Behavioral Sciences Elective (p. 89)</td>
<td>3</td>
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<tr>
<td>SPCH 1318</td>
<td>Interpersonal Communications</td>
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Total Credit Hours: 60

Heating, Ventilation, Air Conditioning and Refrigeration Technology Associate of Applied Science

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<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tr>
<td>HART 1401</td>
<td>Basic Electricity for HVAC</td>
<td>4</td>
</tr>
<tr>
<td>HART 1407</td>
<td>Refrigeration Principles</td>
<td>4</td>
</tr>
<tr>
<td>HART 1410</td>
<td>HVAC Shop Practices and Tools</td>
<td>4</td>
</tr>
<tr>
<td>HART 1445</td>
<td>Gas and Electrical Heating</td>
<td>4</td>
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<tr>
<td>HART 2431</td>
<td>Advanced Electricity for HVAC</td>
<td>4</td>
</tr>
<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
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<tr>
<td>MATH 1414</td>
<td>College Algebra</td>
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</tr>
<tr>
<td>HART 2434</td>
<td>Advanced Air Conditioning Controls</td>
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<tr>
<td>HART 2438</td>
<td>Capstone: Air Conditioning Installation and Startup</td>
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<tr>
<td>HART 2441</td>
<td>Commercial Air Conditioning</td>
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<td>HART 2442</td>
<td>Commercial Refrigeration</td>
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<td>HART 2443</td>
<td>Industrial Air Conditioning</td>
<td>4</td>
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<tr>
<td>Humanities Elective (p. 88)</td>
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<td></td>
</tr>
<tr>
<td>Social and Behavioral Sciences Elective (p. 89)</td>
<td>3</td>
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<td>SPCH 1318</td>
<td>Interpersonal Communications</td>
<td>3</td>
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<tr>
<td></td>
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<td>13</td>
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</tbody>
</table>

Total Credit Hours: 60

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement.
Human Resources

Employee and Labor Relations Assistant Certificate

In this program, students will learn the fundamentals of employee and labor relations practices, with emphasis in Labor (Union) Relations, and Human Resources laws in order to assist unionized employers such as city government, school districts and private employers resolve disputes between workers and managers, negotiate collective bargaining agreements, or coordinate grievance procedures to handle employee complaints. This certificate will allow the student to transfer credits to the Human Resources Assistant certificate and the Associate of Applied Science degree in Human Resources Specialist programs.

Payroll Assistant Certificate

In this program, students will learn the fundamentals of the payroll practices and preparation, with emphasis in Payroll & Business Tax Accounting, Benefits and Compensation practices, laws and other software applications in order to assist any employer to compile and record employee time and payroll data and may compute employees’ time worked, production, and commission. It also may compute and post wages and deductions, or prepare paychecks. This certificate will allow the student to transfer credits to the Human Resources Assistant certificate and the Associate of Applied Science degree in Human Resources Specialist programs.

Recruiting Assistant Certificate

In this program, students will learn the fundamentals of the recruiting practices, with emphasis in human relations and organizational behavior, in order to help any employer attain the most qualified employees and perform activities in the area of recruiting including interviewing and place workers. This certificate will allow the student to transfer credits to the Human Resources Assistant certificate and the Associate of Applied Science degree in Human Resources Specialist programs.

Human Resources Certificate and Associate of Applied Science

The Human Resources Program will prepare students for a career in the Human Resources industry. This program will prepare students to be Human Resources Technicians, Human Resources Assistants, Human Resources Specialists, Human Resources Employment Specialists, and Human Resources Benefits Coordinators. The program will assist students in preparation to take the PHR exam.

Adrian Aguilar, Texas Workforce Commission (Chairperson)
Claudia Olivares, United Blood Services Texas
Terry Vega, Lineage Logistics
Debbie Z. Bocanegra, Magic Valley Electric Co-op
Macarena Hummell, Fansteel Intercast

Certificates

• Employee and Labor Relations Assistant Certificate (p. 132)

• Payroll Assistant Certificate (p. 132)

• Recruiting Assistant Certificate (p. 132)

Associates Degree

• Human Resources Associate of Applied Science (p. 133)

Payroll Assistant Certificate

TSI EXEMPT

Course Title Credit Hours
First Semester
ACNT 1303 Introduction to Accounting I 3
ACNT 1329 Payroll and Business Tax Accounting 3
HRPO 2306 Benefits and Compensation 3
ITSC 1409 Integrated Software Applications I 4
HRPO 2371 Human Resources Laws 3
Credit Hours 16
Total Credit Hours 16 Credit Hours

Human Resources Assistant Certificate

TSI EXEMPT

Course Title Credit Hours
First Semester
ACNT 1303 Introduction to Accounting I 3
BMGT 1391 Business Conduct 3
ITSC 1409 Integrated Software Applications I 4
HRPO 2301 Human Resources Management 3
BMGT 1301 Supervision 3
Credit Hours 16
Total Credit Hours 33 Credit Hours

Human Resources Certificate and Associate of Applied Science

Payroll Assistant Certificate

TSI EXEMPT

Course Title Credit Hours
First Semester
ACNT 1303 Introduction to Accounting I 3
ACNT 1329 Payroll and Business Tax Accounting 3
HRPO 2306 Benefits and Compensation 3
ITSC 1409 Integrated Software Applications I 4
HRPO 1311 Human Relations 3
Credit Hours 16
Total Credit Hours 16 Credit Hours

Recuriter Assistant Certificate

TSI EXEMPT

Course Title Credit Hours
First Semester
ACNT 1303 Introduction to Accounting I 3
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<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>HRPO 2303</td>
<td>Employment Practices</td>
<td>3</td>
</tr>
<tr>
<td>HRPO 1311</td>
<td>Human Relations</td>
<td>3</td>
</tr>
<tr>
<td>ITSC 1409</td>
<td>Integrated Software Applications I</td>
<td>4</td>
</tr>
<tr>
<td>HRPO 2307</td>
<td>Organizational Behavior</td>
<td>3</td>
</tr>
<tr>
<td>HRPO 2301</td>
<td>Human Resources Management</td>
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Credit Hours: 16

Total Credit Hours: 16 Credit Hours

### Human Resources Specialist

#### Associate of Applied Science

#### TSI LIABLE

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<thead>
<tr>
<th>Course</th>
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<tr>
<td>ENGL 1301</td>
<td>Composition I 1</td>
<td>3</td>
</tr>
<tr>
<td>HRPO 2301</td>
<td>Human Resources Management</td>
<td>3</td>
</tr>
<tr>
<td>HRPO 1306</td>
<td>Basic Mediator Training</td>
<td>3</td>
</tr>
<tr>
<td>BMGT 1301</td>
<td>Supervision</td>
<td>3</td>
</tr>
<tr>
<td>ACNT 1303</td>
<td>Introduction to Accounting I</td>
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Credit Hours: 15

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<th>Credit Hours</th>
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<tbody>
<tr>
<td>ACNT 1329</td>
<td>Payroll and Business Tax Accounting</td>
<td>3</td>
</tr>
<tr>
<td>HRPO 1302</td>
<td>Human Resources Training and Development</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 1321</td>
<td>Business and Professional Communication 1</td>
<td>3</td>
</tr>
<tr>
<td>HRPO 1305</td>
<td>Management and Labor Relations</td>
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</tr>
<tr>
<td>HRPO 2303</td>
<td>Employment Practices</td>
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Credit Hours: 15

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<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>Social and Behavioral Sciences Elective (p. 89)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>HRPO 2304</td>
<td>Employee Relations</td>
<td>3</td>
</tr>
<tr>
<td>HRPO 2371</td>
<td>Human Resources Laws</td>
<td>3</td>
</tr>
<tr>
<td>HRPO 2307</td>
<td>Organizational Behavior</td>
<td>3</td>
</tr>
<tr>
<td>Math and Natural Sciences Elective (p. 89) 2</td>
<td>4</td>
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Credit Hours: 15

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<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tr>
<td>ACCT 2401</td>
<td>Principles of Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>HRPO 2306</td>
<td>Benefits and Compensation</td>
<td>3</td>
</tr>
<tr>
<td>HRPO 2188</td>
<td>Internship - Human Resources Management</td>
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<td>Humanities Elective (p. 88) 1</td>
<td>Select one of the following:</td>
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<tr>
<td>Human Resources Elective</td>
<td></td>
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</table>

Credit Hours: 14

Total Credit Hours: 60 Credit Hours

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement

2 Students must take a 4 credit hour course in order to fulfill the Math and Natural Sciences Elective.
Information Technology

Computer and Information Technologies Specialist Certificate

The Computer and Information Technologies Specialist program is designed to provide a student with in-depth knowledge and skills necessary for today’s fast-paced, ever-changing world of Information Technology (IT). Students are exposed to a variety of business productivity software for spreadsheets and database management systems, as well as development and graphical design software for tasks such as photo editing, web design, and programming.

The program further expands on IT comprehension and abilities in the networking and operating systems areas, while being exposed to computer virtualization. While most credit hours obtained through this certificate transfer to the Associate of Applied Science degree for Networking Specialist, all credit hours will transfer to the Associate of Applied Science for Computer Specialist and the Bachelor of Applied Technologies in Computer and Information Technologies degree (BAT-CIT).

Computer and Network Specialist Certificate

The Computer and Network Specialist program prepares students with the necessary skills to excel in a variety of Information Technology environments. Students gain advanced skills and knowledge in some of today’s dominating business applications, as well as proficiency in networking and operating systems skills, while also being exposed to the use of computer virtualization. All credit hours earned through this certificate transfer to the Associate of Applied Science degree for Networking Specialist and Computer Specialist. They also transfer to the Bachelor of Applied Technologies in Computer and Information Technologies degree (BAT-CIT).

Computer Applications Specialist Certificate

The Computer Applications Specialist program prepares students to meet the demand for advanced skills and knowledge in some of today’s leading business applications. Students completing this certificate are equipped with comprehensive abilities in business productivity software such as word processing, spreadsheet, and database management systems. They also finish the program with extensive experience in the use of multimedia software for tasks such as digital publishing and photo editing. All credit hours earned in this program transfer to the Computer and Information Technologies Certificate and the Associate of Applied Science degree for Computer Specialist.

Cybersecurity Specialist Certificate

This hands-on Cybersecurity Program offers practical experience in a wide array of information cybersecurity and digital forensics situations that are applicable to the real world. The student will be exposed to everything from how to properly conduct an assessment, and secure and document a network. In addition, the student will learn how to establish a proper chain of custody that is admissible in a court of law when recovering files from intentionally damaged media. This certificate will prepare students for a career in cybersecurity. It will prepare students to get certified by CompTIA and various organizations in the digital forensics field. This certificate will allow the student to transfer all the credit hours to the Associate of Applied Science degree for Cybersecurity Specialist.

Multimedia Specialist Certificate

The Multimedia Specialist Certificate is intended for students who are interested in the multimedia side of technology. In addition to gaining experience with business productivity software such as word processing and presentation software, students in this program are further exposed to interactive digital media software, where they learn skills in photo editing, digital publishing, and web development. Most credit hours earned will transfer to the Computer and Information Technologies Certificate and the Associate of Applied Science degree for Computer Specialist.

Specialization: Computer Specialist Associate of Applied Science

In this program, the student will learn business applications and demonstrate fluency in database, spreadsheet, word processing, and digital publishing. Students will learn technical skills in operating systems and networking technologies, as well as microcomputer concepts, while also being exposed to the use of computer virtualization. During the last semester, students will be required to secure an internship within an Information Technology (IT) department of a local company. This internship will provide students with valuable industry experience. Graduates of the Associate of Applied Science degree for Computer Specialist will be equipped with the necessary skills to enter the IT workforce in places such as local or small businesses, school districts, banks, and hospitals. The credit hours earned in the Associate of Applied Science in Computer Specialist transfer to the Bachelor of Applied Technologies in Computer and Information Technologies degree (BAT-CIT).

Specialization: Cybersecurity Specialist Associate of Applied Science

This hands-on Cybersecurity Specialist Associate of Applied Science degree offers practical experience in a wide array of information security and digital forensics situations that are applicable to the real world. The student will be exposed to everything from how to properly conduct an assessment, and secure and document a network. In addition, the student will learn how to establish a proper chain of custody that is admissible in a court of law when recovering files from intentionally damaged media. This associate’s degree will prepare students to get certified by Cisco, CompTIA, Cellebrite, Paraben and various organizations in the cybersecurity field. Cybersecurity Specialists are needed by today’s companies to protect computer networks and determine the root cause of malicious attacks, legally collect evidence admissible in court, and protect corporate assets and reputation. Upon successfully completing the program, students may work with various private corporations, Federal Government agencies, private industry, and even local government agencies that need assistance in finding answers during an actual forensic...
investigation or a crime scene. This Internship will allow students to gain valuable industry experience.

Specialization: Networking Specialist

Associate of Applied Science

The Associate of Applied Science in Networking Specialist enlists a number of Information Technology (IT) skills, starting with business productivity software Business and Technology and then adding a greater emphasis on advanced skills in computer networking through the Cisco Networking Academy. Upon completion of the program, the student will be able to design, quote, set up, maintain, manage, and upgrade a network. In addition to the networking skills, students will also learn technical skills in operating systems, server administration, and information security, while also being exposed to the use of computer virtualization. During the last semester, students will be required to secure an internship within an IT department of a local company.

This internship will provide students with valuable industry experience. Graduates of the Associate of Applied Science degree for Networking Specialist will be greatly qualified with the necessary skills to enter the IT workforce in places such as local or small businesses, school districts, banks, and hospitals. The credit hours earned in the Associate of Applied Science in Computer Specialist transfer to the Bachelor of Applied Technologies in Computer and Information Technologies degree (BAT-CIT).

Diana Berger, NETSYNC Network Solutions
David M. Culberson, Director of Technology, Sharyland ISD
Adrian Garcia, Chief Technology Officer, Pharr-San Juan-Alamo ISD
Hugo Robles, Network Systems Administrator, Alps Electric (North America), Inc.

Certificates

- Computer and Information Technologies Specialist Certificate (p. 135)
- Computer and Network Specialist Certificate (p. 135)
- Computer Applications Specialist Certificate (p. 135)
- Cybersecurity Specialist Certificate (p. 135)
- Multimedia Specialist Certificate (p. 136)

Associates Degrees

- Information Technology Specialization: Computer Specialist Associate of Applied Science (p. 136)
- Information Technology Specialization: Cybersecurity Specialist Associate of Applied Science (p. 136)
- Information Technology Specialization: Networking Specialist Associate of Applied Science (p. 136)

Computer and Information Technologies Specialist Certificate

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<thead>
<tr>
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<th>Credit Hours</th>
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<tbody>
<tr>
<td>ITSC 1409</td>
<td>Integrated Software Applications I</td>
<td>4</td>
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<tr>
<td>ITSE 1411</td>
<td>Beginning Web Page Programming</td>
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<td>ITNW 1425</td>
<td>Fundamentals of Networking Technologies</td>
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Second Semester

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<td>ARTC 1413 or IMED 1445</td>
<td>Digital Publishing I or Interactive Digital Media I</td>
<td>4</td>
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<tr>
<td>ITSE 1431 or ITSE 2409</td>
<td>Introduction to Visual Basic Programming or Database Programming</td>
<td>4</td>
</tr>
<tr>
<td>ITSW 2434</td>
<td>Advanced Spreadsheets</td>
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<tr>
<td>ITNW 2421</td>
<td>Networking with TCP/IP</td>
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Computer and Network Specialist Certificate

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<tr>
<td>ITSE 1411</td>
<td>Beginning Web Page Programming</td>
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<tr>
<td>ITNW 1425</td>
<td>Fundamentals of Networking Technologies</td>
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Computer Applications Specialist Certificate

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<td>Integrated Software Applications I</td>
<td>4</td>
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<tr>
<td>ITSW 2434</td>
<td>Advanced Spreadsheets</td>
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Second Semester

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<td>ITSE 2408</td>
<td>Database Programming</td>
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Cybersecurity Specialist Certificate

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<td>ITSC 1405</td>
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<td>ITSC 1409</td>
<td>Integrated Software Applications I</td>
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<td>ITSY 1400</td>
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Information Technology
Specialization: Cybersecurity Specialist Associate of Applied Science

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<td>Personal Computer Hardware</td>
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<tr>
<td>ITSC 2421</td>
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<tr>
<td>Humanities Elective (p. 88)</td>
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<tr>
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1 Identifies courses to fulfill minimum 15 credit hour General Education requirement

Information Technology
Specialization: Networking Specialist Associate of Applied Science

<table>
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<td>ITNW 2442</td>
<td>Incident Response and Handling</td>
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<td>ITNW 2421</td>
<td>Networking with TCP/IP</td>
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<td>ITNW 2442</td>
<td>Incident Response and Handling</td>
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1 Identifies courses to fulfill minimum 15 credit hour General Education requirement
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<th>Course</th>
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<td>Introduction to PC Operating Systems</td>
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<td>ITSC 1425</td>
<td>Personal Computer Hardware</td>
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<td><strong>Second Semester</strong></td>
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<td>ITSY 1400</td>
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<td>ITSE 1411</td>
<td>Beginning Web Page Programming</td>
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<td><strong>Summer Session I</strong></td>
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<td>Network Troubleshooting and Support</td>
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<tr>
<td>MATH 1332</td>
<td>Contemporary Mathematics ¹ or College Algebra</td>
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<td>Composition ¹</td>
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<td>ITNW 2453</td>
<td>Advanced Routing and Switching</td>
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¹ Identifies courses to fulfill minimum 15 credit hour General Education requirement.
Law Enforcement

This program is a Selective Program. Application requirements are included in the description below.

Basic Peace Officer Certificate

This program is designed to prepare students for a profession in law enforcement. Police academy students will learn the role and responsibilities of a law enforcement officer and become knowledgeable in Texas Criminal and Traffic law. The police academy will prepare students for peace officer certifications according to the standards from the Texas Commission on Law Enforcement Officers Standards and Education.

Application Requirements

In order to be considered for entry into the South Texas College Police Academy/Basic Peace Officer certificate, all applicants must complete the requirements below which will be evaluated for accuracy, passing scores, and acceptable outcomes:

A. Must be at least 21 years of age by the completion of the police academy.
B. Applicants with military background must have an honorable discharge to apply.
C. Complete Police Academy application (published on program webpage).
D. Pass Physical Fitness Test administered by Police Academy. Information about test dates are published on program webpage. (Applicant must have valid identification to participate in test.).
E. Complete Personal History Statement.
F. Pass a Polygraph Examination. (Examiner approved by the Pharr Police Department.)
G. Submit fingerprints for criminal history check through a state/national database. Applicants convicted of a Class A Misdemeanor, or above, or convicted of a Class B misdemeanor within the last 10 years will not be considered.
H. Pass medical screening to include urinalysis. (Medical doctor approved by the Pharr Police Department.)
I. Pass psychological screening. (Doctor approved by the Pharr Police Department.)
J. Must provide the following documents:
   • Certified Copy of Court Disposition (for all charges on criminal history)
   • Licensee Medical Condition Declaration (TCOLE L-2 Form)
   • Licensee Psychological and Emotional Health Declaration (TCOLE L-3 Form)
   • Proof of U.S. Citizenship
   • Valid Texas Driver’s License
   • Official high school transcript (accredited) or proof of GED completion.
   • Military Discharge Form (DD 214), if applicable.

Law Enforcement

The Law Enforcement Associate Degree program offers the educational opportunity for veteran officers already in the field to expand upon their knowledge base. The program also provides the necessary foundation for those interested in pursuing a career in law enforcement.

Jorge Gonzalez, Chief of Police, San Juan Police Department
J.E. “Eddie” Guerra, Hidalgo County Sheriff’s Office
Robert Dominguez, Chief of Police, Mission Police Department
Dagoberto Chavez, Jr., Investigator, Texas Attorney General Office
Dr. Vanessa Nelson, Texas Department of Public Safety - Crime Lab
Victor Rodriguez - Chief of Police, Mission Police Department

Certificate

• Basic Peace Officer Certificate (p. 138)

Associates Degree

• Law Enforcement Associate of Applied Science (p. 138)

Basic Peace Officer Certificate

<table>
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<tr>
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<tbody>
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<td>CJLE 1506</td>
<td>Basic Peace Officer I</td>
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<tr>
<td>CJLE 1512</td>
<td>Basic Peace Officer II</td>
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<td>CJLE 1518</td>
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<td>CJLE 1524</td>
<td>Basic Peace Officer IV</td>
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<td>CJLE 1429</td>
<td>Basic Peace Officer V</td>
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Law Enforcement Associate of Applied Science

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<th>Title</th>
<th>Credit Hours</th>
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<tr>
<td>CRU 1301</td>
<td>Introduction to Criminal Justice (or CJSA 1322 - See Escrow Credit Below)</td>
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<td>CRU 1306</td>
<td>Court Systems and Practices (or CJSA 1313 - See Escrow Credit Below)</td>
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<td>ENGL 1301</td>
<td>Composition I</td>
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<td>COSC 1301</td>
<td>Introduction to Computing</td>
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<td>CJSA 1348</td>
<td>Ethics in Criminal Justice</td>
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<td>Intermediate Arrest, Search and Seizure</td>
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<td>CRU 1310</td>
<td>Fundamentals of Criminal Law (or CJSA 1327 - See Escrow Credit Below)</td>
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<td>SODI 1301</td>
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<td>GOVT 2306 or HIST 1301</td>
<td>Texas Government or United States History I</td>
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<tr>
<td>CJLE 1327</td>
<td>Interviewing and Report Writing for CJ Professions</td>
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<tr>
<td>CJLE 1333</td>
<td>Traffic Law and Investigations</td>
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<td>CJSA 1312</td>
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Ruben Villegas, Chief of Police, Pharr Police Department
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<td>CJLE 1259</td>
<td>Intermediate Spanish for Law Enforcement</td>
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<td>CJLE 1194</td>
<td>Current Events in Law Enforcement</td>
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**Fourth Semester**

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<tr>
<td>Humanities Elective</td>
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<td>Law Enforcement Elective</td>
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<tr>
<td>CJLE 1303 or CJLE 1325</td>
<td>Basic Telecommunication Certification or Criminal Justice Survey</td>
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<tr>
<td>CJLE 2345</td>
<td>Vice and Narcotics Investigation</td>
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<td>CJLE 2168</td>
<td>Practicum</td>
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**Total Credit Hours**: 60 Credit Hours

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement

**Escrowed Credit**

Upon successful completion of CJSA 1348 Ethics in Criminal Justice and CJLE 1249 Intermediate Arrest, Search and Seizure, students who have successfully completed the Texas Commission on Law Enforcement Officers and Education 618 hour Basic Peace Officer certification will be awarded 23 credit hours for the following courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>CJSA 1322</td>
<td>Introduction to Criminal Justice</td>
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</tr>
<tr>
<td>CJSA 1313</td>
<td>Court Systems and Practices</td>
<td>3</td>
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<tr>
<td>CJSA 1327</td>
<td>Fundamentals of Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td>CJSA 1359</td>
<td>Police System and Practices</td>
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<td>CJLE 1327</td>
<td>Interviewing and Report Writing for CJ Professions</td>
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<td>CJLE 1333</td>
<td>Traffic Law and Investigations</td>
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<tr>
<td>CJSA 1312</td>
<td>Crime in America</td>
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<tr>
<td>CJLE 1259</td>
<td>Intermediate Spanish for Law Enforcement</td>
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Office Administration

Legal Office Specialist Certificate

The Legal Office Specialist curriculum is a one-year program designed to teach students the skills and abilities essential to law firms, judicial offices, trust departments at financial institutions, and the general administrative career field. The program combines training in the latest technical and computer skills with specialized coursework unique to the legal profession, including exposure to legal practices, preparation and practical application of documents and terminology used in the legal office.

Office Specialist Certificate

The Office Specialist curriculum is a one-year program designed for the student who is interested in gaining entry-level knowledge, skills, and attitudes necessary for a career as an office professional. Students are prepared for administrative office positions in business, public service, and specialized office environments. The program combines traditional office education with microcomputer software applications such as word processing, spreadsheet, database, desktop publishing, records and project management.

Legal Office Assistant Associate of Applied Science

The Legal Office Assistant curriculum is a two-year program designed to prepare students to manage functions in the legal office environment. The course work adds administrative systems, advanced computer applications, word and data processing, graphics and presentation software, employee supervision and management, and written and oral communications. Graduates are well prepared to work in the challenging and exciting legal office environment of a diversity of organizations ranging from a one-person law firm to a multiple partnering law firm.

Administrative Office Assistant Associate of Applied Science

The Administrative Office Assistant curriculum is a two-year program designed to prepare students to manage functions in the office environment. The course work adds administrative systems, advanced computer applications, word and data processing, graphics and presentation software, employee supervision and management, and written and oral communications. Graduates are well prepared to work in the challenging and exciting office environment of a diversity of organizations ranging from a one-person professional office to the global corporation.

Administrative Office Careers

Maria M. Villarreal, Edinburg Childcare, Inc. Norma Lopez, Edinburg ISD Natalie Goza, McAllen ISD Carmen Guajardo, UTPA-RGV

Legal Office Careers


Certificates

- Legal Office Specialist Certificate (p. 140)
- Office Specialist Certificate (p. 140)

Associates Degrees

- Legal Office Assistant Associate of Applied Science (p. 140)
- Administrative Office Assistant Associate of Applied Science (p. 141)

Legal Office Specialist Certificate

TSI EXEMPT

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<tr>
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<td>POFT 1301</td>
<td>Business English 3</td>
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<td></td>
<td>POFT 1329</td>
<td>Beginning Keyboarding 3</td>
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<td>POFL 2301</td>
<td>Legal Document Processing 3</td>
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<td>POFT 1319</td>
<td>Records and Information Management I 3</td>
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Office Specialist Certificate

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<td>POFT 1309</td>
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Legal Office Assistant Associate of Applied Science

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<td>POFI 1329</td>
<td>Beginning Keyboarding</td>
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<tr>
<td>Social and Behavioral Sciences Elective (p. 89)</td>
<td>3</td>
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<tr>
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<td>Records and Information Management I</td>
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<td>POFI 1328</td>
<td>Business Presentations</td>
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<td>Legal Office Procedures II</td>
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<td>Legal Issues and Medical Records</td>
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<td>POFI 2331</td>
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<td>Speed and Accuracy Building</td>
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1 Identifies courses to fulfill minimum 15 credit hour General Education requirement
2 Students must take a 4 credit hour course in order to fulfill the Math and Natural Sciences Elective.

Administrative Office Assistant
Associate of Applied Science

TSI LIABLE

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<thead>
<tr>
<th>Course</th>
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<th>Credit Hours</th>
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<td>POFI 2312</td>
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<tr>
<td>Credit Hours</td>
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</table>
The Paralegal Associate of Applied Science is a two-year program that prepares students for entry-level positions as a paralegal working under the supervision of a lawyer in a law office, government, corporate or other private sector legal setting. The program is designed to provide students with an understanding of the roles and functions of paralegals in law firms and occupational settings. The program offers instruction in basic legal principles and skills applicable to various legal settings. Students develop foundational legal knowledge, training in analytical thinking, and skills in legal research and writing.

Frederick J. Biel, Atlas & Hall
Luanna Castellano, Gonzalez Castillo, LLP
David E. Cazes, Law Office of David Cazes
Rachel Maldonado, Paralegal, Allstate Insurance Company
Mary Ellen Stocker, City of McAllen
Gerald Castillo, Gonzalez Castillo, LLP
Lucy Thompson, Palacios, Garza, Thompson, P.C.
Pablo Almaguer, Texas Rio Grande Legal Aid

### Paralegal Associate of Applied Science

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<tr>
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<tr>
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<td>ARTS 1301</td>
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<td>LGLA 1307</td>
<td>Introduction to Law and the Legal Professions</td>
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<td>POFT 1301</td>
<td>Business English</td>
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<tr>
<td>LGLA 1303</td>
<td>Legal Research</td>
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<td>LGLA 1353</td>
<td>Wills, Trusts and Probate Administration</td>
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<td>LGLA 2303</td>
<td>Torts and Personal Injury Law</td>
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<td>LGLA 2313</td>
<td>Criminal Law and Procedure</td>
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<td>LGLA 1355</td>
<td>Family Law</td>
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<td>LGLA 2311</td>
<td>Business Organizations</td>
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<td>LGLA 2309</td>
<td>Real Property</td>
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<td>LGLA 1344</td>
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<td>PSYC 2301</td>
<td>General Psychology ¹</td>
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<td><strong>Total Credit Hours</strong></td>
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</tr>
</tbody>
</table>

¹ Identifies courses to fulfill minimum 15 credit hour General Education requirement
² Students must take a 4 credit hour course in order to fulfill the Math and Natural Sciences Elective.
Welding

Combination Welding Certificate

This three semester program will prepare the students for entry level positions with skills in four welding processes (Shielded Metal Arc Welding, Gas Metal Arc Welding, Gas Tungsten Arc Welding and Flux Core Arc Welding).

Students will perform fillets, lap, corner joint and V groove welds with backing and open groove in the Flat, Horizontal, Vertical-up and Overhead positions. Students will gain knowledge in lay out and fabrication as well as blueprint reading for the welders, welding safety and metallurgy.

Graduate candidates will be eligible to take a welding performance qualification test in accordance with American Welding Society, as used in the industry.

Structural Welding Certificate

This two semester program will prepare the students for entry level positions with skills in four welding processes (Shielded Metal Arc Welding, Gas Metal Arc Welding, Gas Tungsten Arc Welding and Flux Core Arc Welding) but does not go into the advanced welding level (open groove and pipe) as does the combination certificate.

Students will perform fillets, lap, corner and tee’s joint welds in the Flat, Horizontal, Vertical-up and Overhead positions. Graduate candidates will be eligible to take a welding performance qualification test in accordance with American Welding Society, as used in the industry.

Welding Associate of Applied Science

This four semester program will prepare the students for entry level positions with skills in four welding processes (Shielded Metal Arc Welding, Gas Metal Arc Welding, Gas Tungsten Arc Welding and Flux Core Arc Welding). Students will perform fillets, lap, corner joint and V groove welds with backing and open groove in the Flat, Horizontal, Vertical-up and Overhead positions. Students will gain knowledge in lay out and fabrication as well as blueprint reading for the welders, welding safety and metallurgy. The curriculum also includes 15 credit hours of General Education coursework. Graduate candidates will be eligible to take a welding performance qualification test in accordance with American Welding Society, as used in industry.


Certificates

- Combination Welding Certificate (p. 143)
- Structural Welding Certificate (p. 143)

South Texas College
<table>
<thead>
<tr>
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<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
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<tr>
<td>WLDG 1313 or DFTG 1325</td>
<td>Introduction to Blueprint Reading for Welders or Blueprint Reading and Sketching</td>
<td>3</td>
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<tr>
<td>MCHN 1343 or TECM 1303</td>
<td>Machine Shop Mathematics or Technical Calculations</td>
<td>3</td>
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<td>Humanities Elective (p. 88)</td>
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<tr>
<td>WLDG 1428</td>
<td>Introduction to Shielded Metal Arc Welding (SMAW)</td>
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<td>Math Elective (p. 89)</td>
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<td>WLDG 1430</td>
<td>Introduction to Gas Metal Arc Welding (SMAW)</td>
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<td>Intermediate Shielded Metal Arc Welding (SMAW)</td>
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<td>WLDG 1434</td>
<td>Introduction to Gas Tungsten Arc Welding (GTAW)</td>
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<tr>
<td>WLDG 1417</td>
<td>Introduction to Layout and Fabrication</td>
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<td>Introduction to Flux Cored Arc Welding (FCAW)</td>
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<td>WLDG 2406</td>
<td>Intermediate Pipe Welding</td>
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<td>WLDG 2435</td>
<td>Advanced Layout and Fabrication</td>
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<td>WLDG 2413</td>
<td>Capstone: Intermediate Welding Using Multiple Processes</td>
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<td>WLDG 2451</td>
<td>Advanced Gas Tungsten Arc Welding (GTAW)</td>
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1 Identifies courses to fulfill minimum 15 credit hour General Education requirement
## Division of Liberal Arts & Social Sciences

### Fine & Performing Arts

**Drama** (p. 146)
- Drama, Field of Study (Associate of Arts) (p. 146)

**Graphic Arts** (p. 147)
- Graphic Arts, Field of Study (Associate of Arts) (p. 147)

**Music** (p. 148)
- Music, Field of Study (Associate of Arts) (p. 148)

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- Visual Arts, Field of Study (Associate of Arts) (p. 150)

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- Trilingual Interpreter (Certificate) (p. 152)
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  - Specialization: Sign Language Interpreter (Associate of Applied Science) (p. 152)

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**Sociology** (p. 183)
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Fine & Performing Arts

Drama (p. 146)
- Drama, Field of Study (Associate of Arts)

Graphic Arts (p. 147)
- Graphic Arts, Field of Study (Associate of Arts)

Music (p. 148)
- Music, Field of Study (Associate of Arts)

Visual Arts (p. 150)
- Visual Arts, Field of Study (Associate of Arts)

Drama

Associate of Arts

The program is intended to enable students to develop the necessary academic, technical and analytical skills that will provide them with a measurable foundation in the basics of sound theater practices. This degree is useful to an individual seeking employment in the entertainment and media industries. As with any liberal arts degree, salaries vary according to the field chosen by the degree holder. With an Associate of Arts degree in Drama from STC, students will have attained the pre-professional foundation skills necessary to compete for beginning positions as technicians and/or performers.

In addition to career options in the field of Drama, students with AA-Drama degrees may also choose to pursue advanced degrees in related fields such as television, film, radio, industrial presentations, arts management, and public relations. Students who desire a career as Drama educators and who earn a Bachelor’s degree in this field would be eligible for employment in most public school districts, providing they obtain the necessary teaching certification. Students who earn a BA or BFA degree in Drama can also expect to be marketable in the business or corporate world in areas requiring a combination of verbal, visual and leadership skills. The AA and BA/BFA degrees also serve as the foundation for specialized studies in Drama such as Stage & Lighting Design, Costume Design, Technical Direction, Playwriting, Directing, Performance, Arts Management and Dramaturgy. Completion of the MA/MFA and Ph.D. coursework would make the graduates eligible for teaching positions at colleges and universities.

TSI LIABLE

Field of Study - 18 Credit Hours

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<td>DRAM 1121</td>
<td>Theater Practicum II</td>
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<tr>
<td>DRAM 2120</td>
<td>Theater Practicum III</td>
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<tr>
<td>DRAM 1330</td>
<td>Stagecraft I</td>
<td>3</td>
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<tr>
<td>DRAM 1341</td>
<td>Makeup</td>
<td>3</td>
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<tr>
<td>or DRAM 13 Introduction to Costume</td>
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<tr>
<td>DRAM 1351</td>
<td>Acting I</td>
<td>3</td>
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<tr>
<td>DRAM 1352</td>
<td>Acting II</td>
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<tr>
<td>DRAM 2366</td>
<td>Introduction to Cinema (Production Workshop)</td>
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<tr>
<td>or DRAM 2389 Academic Cooperative</td>
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</table>

STC Core Curriculum - 42 Credit Hours

Complete 42 credit hours of required Creative Arts

DRAM 1310 Introduction to Theater

| Total Credit Hours | 60 |

1. In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86). These courses must not duplicate courses taken to fulfill field of study requirements.

2. Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

3. Drama majors must take DRAM 1310 Introduction to Theater to fulfill the Creative Arts component of the core curriculum.

Recommended Course Sequence

First Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tr>
<td>DRAM 1120</td>
<td>Theater Practicum I</td>
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<tr>
<td>DRAM 1351</td>
<td>Acting I</td>
<td>3</td>
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<tr>
<td>DRAM 1310</td>
<td>Introduction to Theater</td>
<td>3</td>
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<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
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<tr>
<td>HIST 1301</td>
<td>United States History I</td>
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<td>Speech Elective - Component Area Option - Core Curriculum</td>
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Credit Hours 16

Second Semester

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<td>DRAM 1121</td>
<td>Theater Practicum II</td>
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<td>DRAM 1330</td>
<td>Stagecraft I</td>
<td>3</td>
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<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 87)</td>
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<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1302</td>
<td>United States History II</td>
<td>3</td>
</tr>
<tr>
<td>DRAM 1352</td>
<td>Acting II</td>
<td>3</td>
</tr>
</tbody>
</table>

Credit Hours 16

Third Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>DRAM 2120</td>
<td>Theater Practicum III</td>
<td>1</td>
</tr>
<tr>
<td>DRAM 1341</td>
<td>Makeup</td>
<td>3</td>
</tr>
<tr>
<td>or DRAM 1342</td>
<td>Introduction to Costume</td>
<td></td>
</tr>
<tr>
<td>GOVT 2305</td>
<td>Federal Government</td>
<td>3</td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 86)</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Mathematics Elective - Core Curriculum (p. 86)</td>
<td>3-4</td>
<td></td>
</tr>
</tbody>
</table>

Credit Hours 15

Fourth Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>DRAM 2366</td>
<td>Introduction to Cinema 1</td>
<td>3</td>
</tr>
<tr>
<td>or DRAM 2389</td>
<td>Academic Cooperative</td>
<td></td>
</tr>
<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
<td>3</td>
</tr>
<tr>
<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 87)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 86)</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Component Area Option - Core Curriculum if required (p. 88)</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

Credit Hours 13

Total Credit Hours 60 Credit Hours

1. DRAM 2366 Introduction to Cinema (even years) or DRAM 2389 Academic Cooperative (odd years)
Graphic Arts

Associate of Arts

The Associate of Arts with a field of study in Graphic Arts is a program of study that combines studio courses in art and design with a broad range of liberal arts courses. The two-year degree program prepares students for creative positions in the workforce, and provide skills, values, and knowledge in the liberal and creative arts. Additionally, students are prepared for transfer into university bachelor’s degree programs and are trained in exhibit and portfolio preparation.

TSI LIABLE

Courses of Study - 18 Credit Hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS 1316</td>
<td>Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 1311</td>
<td>Design I</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 2333</td>
<td>Printmaking I</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 2348</td>
<td>Digital Art I</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 2313</td>
<td>Design Communications I</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 2356</td>
<td>Photography I (Fine Arts Emphasis)</td>
<td>3</td>
</tr>
</tbody>
</table>

STC Core Curriculum - 42 Credit Hours

Complete 42 credit hours of required Core Curriculum including the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS 1303</td>
<td>Art History I</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 1304</td>
<td>Art History II (Language, Philosophy &amp; Culture Core Fulfillment)</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 2356</td>
<td>Photography I (Fine Arts Emphasis)</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 2313</td>
<td>Design Communications I</td>
<td>3</td>
</tr>
<tr>
<td>Component Area Option - Core Curriculum</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

Total Credit Hours 60

NOTE: Additional materials and supplies may be required. It is the responsibility of the student to purchase these materials when needed.

In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86). These courses must not duplicate courses taken to fulfill field of study requirements.

Students who select a 3 credit hours Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI LIABLE

Recommended Course Sequence

<table>
<thead>
<tr>
<th>Semester</th>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Semester</td>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
</tr>
<tr>
<td>or HIST 1301</td>
<td>United States History I</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>or HIST 2327</td>
<td>Mexican-American History I</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ARTS 1316</td>
<td>Drawing I</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ARTS 1311</td>
<td>Design I</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Credit Hours</td>
<td>12</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Second Semester</td>
<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
<td>3</td>
</tr>
<tr>
<td>or HIST 1302</td>
<td>United States History II</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>or HIST 2328</td>
<td>Mexican-American History II</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ARTS 2333</td>
<td>Printmaking I</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Speech Elective - Component Area Option - Core Curriculum</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Credit Hours</td>
<td>12</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Third Semester</td>
<td>GOVT 2305</td>
<td>Federal Government</td>
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</table>

Social and Behavioral Sciences Elective - Core Curriculum (p. 87)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
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Fourth Semester

<table>
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<th>Course</th>
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<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
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<td>4</td>
<td></td>
</tr>
<tr>
<td>Mathematics Elective - Core Curriculum (p. 86)</td>
<td>3-4</td>
<td></td>
</tr>
<tr>
<td>ARTS 1303</td>
<td>Art History I (Creative Arts Core Curriculum)</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 2348</td>
<td>Digital Art I</td>
<td>3</td>
</tr>
<tr>
<td>Credit Hours</td>
<td>14</td>
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</table>

Fifth Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
<td>3</td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 86)</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>ARTS 1304</td>
<td>Art History II (Language, Philosophy &amp; Culture Core Fulfillment)</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 2356</td>
<td>Photography I (Fine Arts Emphasis)</td>
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</tr>
<tr>
<td>ARTS 2313</td>
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</tr>
<tr>
<td>Credit Hours</td>
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</tbody>
</table>

Total Credit Hours 60 Credit Hours

South Texas College
The Associate of Arts in Music Degree will focus on establishing a solid music foundation in music theory, music literature, applied instrumental and voice lessons, piano proficiency, and participation in solo performances as well as various music ensembles. These foundational studies are in preparation and designed for transferability to higher education institutions by the serious music student wishing to complete a Bachelor of Arts or Bachelor of Music Degree. Music ensembles are open for participation to the general student body by permission of the ensemble director.

1 The Associate of Arts in Music does not transfer as core complete. The student is encouraged to complete the additional coursework during their junior year or at South Texas College before transferring to a university.

TSI LIABLE

Field of Study - 27 credit hours

Musical Arts Foundation

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSI 1211</td>
<td>Music Theory I</td>
<td>2</td>
</tr>
<tr>
<td>MUSI 1212</td>
<td>Music Theory II</td>
<td>2</td>
</tr>
<tr>
<td>MUSI 2211</td>
<td>Music Theory III</td>
<td>2</td>
</tr>
<tr>
<td>MUSI 2212</td>
<td>Music Theory IV</td>
<td>2</td>
</tr>
<tr>
<td>MUSI 1116</td>
<td>Sight Singing and Ear Training I</td>
<td>1</td>
</tr>
<tr>
<td>MUSI 1117</td>
<td>Sight Singing and Ear Training II</td>
<td>1</td>
</tr>
<tr>
<td>MUSI 2116</td>
<td>Sight Singing and Ear Training III</td>
<td>1</td>
</tr>
<tr>
<td>MUSI 2117</td>
<td>Sight Singing and Ear Training IV</td>
<td>1</td>
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</tbody>
</table>

Piano Classes

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSI 1181</td>
<td>Piano Class I</td>
<td>1</td>
</tr>
<tr>
<td>MUSI 1182</td>
<td>Piano Class II</td>
<td>1</td>
</tr>
<tr>
<td>MUSI 2181</td>
<td>Piano Class III</td>
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</table>

Applied Electives

Select a minimum of 8 credit hours of the following: 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUAP 1201</td>
<td>Applied Violin I</td>
<td></td>
</tr>
<tr>
<td>MUAP 1202</td>
<td>Applied Viola I</td>
<td></td>
</tr>
<tr>
<td>MUAP 1203</td>
<td>Applied Cello I</td>
<td></td>
</tr>
<tr>
<td>MUAP 1205</td>
<td>Applied Double Bass I</td>
<td></td>
</tr>
<tr>
<td>MUAP 1207</td>
<td>Applied Flute I</td>
<td></td>
</tr>
<tr>
<td>MUAP 1208</td>
<td>Applied Clarinet I</td>
<td></td>
</tr>
<tr>
<td>MUAP 1209</td>
<td>Applied French Horn I</td>
<td></td>
</tr>
<tr>
<td>MUAP 1211</td>
<td>Applied Euphonium I</td>
<td></td>
</tr>
<tr>
<td>MUAP 1212</td>
<td>Applied Oboe I</td>
<td></td>
</tr>
<tr>
<td>MUAP 1213</td>
<td>Applied Bassoon I</td>
<td></td>
</tr>
<tr>
<td>MUAP 1214</td>
<td>Applied Tuba I</td>
<td></td>
</tr>
<tr>
<td>MUAP 1217</td>
<td>Applied Trumpet I</td>
<td></td>
</tr>
<tr>
<td>MUAP 1218</td>
<td>Applied French Horn I</td>
<td></td>
</tr>
<tr>
<td>MUAP 1219</td>
<td>Applied Euphonium II</td>
<td></td>
</tr>
<tr>
<td>MUAP 1220</td>
<td>Applied Violin II</td>
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</tr>
<tr>
<td>MUAP 1221</td>
<td>Applied Oboe II</td>
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<tr>
<td>MUAP 1222</td>
<td>Applied Bassoon II</td>
<td></td>
</tr>
<tr>
<td>MUAP 1223</td>
<td>Applied Tuba II</td>
<td></td>
</tr>
<tr>
<td>MUAP 1224</td>
<td>Applied French Horn II</td>
<td></td>
</tr>
<tr>
<td>MUAP 1225</td>
<td>Applied Euphonium II</td>
<td></td>
</tr>
<tr>
<td>MUAP 1226</td>
<td>Applied Violin II</td>
<td></td>
</tr>
<tr>
<td>MUAP 1227</td>
<td>Applied Trumpet II</td>
<td></td>
</tr>
<tr>
<td>MUAP 1228</td>
<td>Applied French Horn II</td>
<td></td>
</tr>
<tr>
<td>MUAP 1229</td>
<td>Applied Euphonium II</td>
<td></td>
</tr>
<tr>
<td>MUAP 1230</td>
<td>Applied Trombone I</td>
<td></td>
</tr>
<tr>
<td>MUAP 1231</td>
<td>Applied Euphonium II</td>
<td></td>
</tr>
<tr>
<td>MUAP 1232</td>
<td>Applied Oboe I</td>
<td></td>
</tr>
<tr>
<td>MUAP 1233</td>
<td>Applied Bassoon I</td>
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</tbody>
</table>

Ensemble Electives

Complete a minimum of 4 credit hours of the following: 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>MUEN 1121</td>
<td>Band Ensemble</td>
</tr>
<tr>
<td>MUEN 1122</td>
<td>Brass Ensemble</td>
</tr>
<tr>
<td>MUEN 1131</td>
<td>Mariachi Ensemble</td>
</tr>
</tbody>
</table>
MUEN 1132 Jazz Ensemble  
MUEN 1133 Guitar Ensemble  
MUEN 1134 String Ensemble  
MUEN 1135 Percussion Ensemble  
MUEN 1136 Woodwind Ensemble  
MUEN 1141 Choir Ensemble

STC Core Curriculum - 33 credit hours
Complete 33 credit hours of required Core Curriculum including the following:  
1 Language, Philosophy & Culture  
MUSI 1307 Music Literature

Total Credit Hours 60

1 Students must not duplicate courses taken to meet Core Curriculum Requirements.  
2 In addition to the courses in the Field of Study, the student is required to take 33 credit hours from the STC Core Curriculum (p. 86).  
3 Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.  
4 Students must not duplicate courses taken to meet Field of Study requirements.

Please note students will not be core complete upon completing this degree program.

Recommended After Completion of Degree to be Core Complete
Students who would like to be Core complete upon transfer should also complete courses from the following Core component areas:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 1302</td>
<td>United States History II</td>
<td>3</td>
</tr>
<tr>
<td>or HIST 2322</td>
<td>Mexican-American History II</td>
<td></td>
</tr>
<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 87)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Creative Arts Elective - Core Curriculum (p. 87)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>TSI LIABLE</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Recommended Course Sequence

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HIST 1301 or HIST 2327</td>
<td>United States History I or Mexican-American History I</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
</tr>
<tr>
<td>MUSI 1211</td>
<td>Music Theory I</td>
<td>2</td>
</tr>
<tr>
<td>MUSI 1116</td>
<td>Sight Singing and Ear Training I</td>
<td>1</td>
</tr>
<tr>
<td>MUSI 1181</td>
<td>Piano Class I</td>
<td>1</td>
</tr>
<tr>
<td>Applied Elective - Field of Study</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>Ensemble Elective - Field of Study</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Credit Hours</td>
<td></td>
<td>13</td>
</tr>
</tbody>
</table>

| Second Semester                 |                                    |              |
| ENGL 1302                       | Composition II - Rhetoric          | 3            |
| MUSI 1117                       | Sight Singing and Ear Training II  | 1            |
| MUSI 1212                       | Music Theory II                    | 2            |
| MUSI 1182                       | Piano Class II                     | 1            |
| Applied Elective - Field of Study |                                   | 2            |
| Ensemble Elective - Field of Study |                                   | 1            |
| Credit Hours                    |                                    | 10           |

Summer Session I
Speech Elective - Component Area Option - Core Curriculum | 3 

Third Semester
GovT 2305 Federal Government | 3  
Mathematics Elective - Core Curriculum (p. 86) | 3-4  
MUSI 2116 Sight Singing and Ear Training III | 1  
MUSI 2121 Music Theory III | 2  
MUSI 2181 Piano Class III | 1  
Applied Elective - Field of Study | 2  
Ensemble Elective - Field of Study | 1  
Component Area Option - Core Curriculum (if required) (p. 88) | 1  

Credit Hours 18

Fourth Semester
GovT 2306 Texas Government | 3  
Life and Physical Sciences Elective - Core Curriculum (p. 86) | 4  
MUSI 1307 Music Literature | 3  
MUSI 2117 Sight Singing and Ear Training IV | 1  
MUSI 2212 Music Theory IV | 2  
Applied Elective - Field of Study | 2  
Ensemble Elective - Field of Study | 1  
Component Area Option - Core Curriculum (if required) (p. 88) | 1  

Credit Hours 16  

Total Credit Hours 60 Credit Hours

1 Courses to be chosen from the Music Applied Instruments Field of Study  
2 Courses to be chosen from the Music Ensembles Field of Study

Recommended After Completion of Degree to be Core Complete
Students who would like to be Core complete upon transfer should also complete courses from the following Core component areas:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 1302</td>
<td>United States History II</td>
<td>3</td>
</tr>
<tr>
<td>or HIST 2322</td>
<td>Mexican-American History II</td>
<td></td>
</tr>
<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 87)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Creative Arts Elective - Core Curriculum (p. 87)</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

South Texas College 149
Visual Arts

Associate of Arts

The Associate of Arts with a field of study in Visual Arts is a program of study that combines studio courses in art and design with a broad range of liberal arts courses. The two-year degree program prepares students for creative positions in the workforce, and provide skills, values, and knowledge in the liberal and creative arts. Additionally, students are prepared for transfer into university bachelor’s degree programs and are trained in exhibit and portfolio preparation.

If transferring to another college, check with an advisor to see specific program requirements for the Visual Arts requirement.

TSI LIABLE

Field of Study - 18 credit hours

<table>
<thead>
<tr>
<th>Fine Arts Foundation</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS 1311 Design I</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 1312 Design II</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 1316 Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 1317 Drawing II</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 2389 Academic Cooperative</td>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fine Arts Elective</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select one of the following:</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 2316 Painting I</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 2317 Painting II</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 2326 Sculpture I</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 2333 Printmaking I</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 2341 Art Metals I</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 2346 Ceramics I</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 2347 Ceramics II</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 2348 Digital Art I</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 2356 Photography I (Fine Arts Emphasis)</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 2357 Photography II (Fine Arts Emphasis)</td>
<td>3</td>
</tr>
</tbody>
</table>

STC Core Curriculum - 42 credit hours

Complete 42 credit hours of required Core Curriculum including the following: 

<table>
<thead>
<tr>
<th>Creative Arts Elective</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS 1303 Art History I</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Language, Philosophy &amp; Culture Elective</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS 1304 Art History II</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credit Hours 60

1 Additional materials and supplies will be required in all Fine Arts foundation and elective studio courses. It is the responsibility of the student to purchase these materials when needed.

2 In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86).

3 Students who select a 3 credit hour Mathematics course to fulfill the mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI LIABLE

Recommended Course Sequence

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 1316</td>
<td>Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 1311</td>
<td>Design I</td>
<td>3</td>
</tr>
</tbody>
</table>

Credit Hours 12

Second Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 1302 or HIST 2328</td>
<td>United States History II or Mexican-American History II</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 1317</td>
<td>Drawing II</td>
<td>3</td>
</tr>
<tr>
<td>Speech Elective - Component Area Option - Core Curriculum</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

Credit Hours 12

Summer Session I

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>GOVT 2305</td>
<td>Federal Government</td>
<td>3</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Social and Behavioral Sciences Elective - Core Curriculum (p. 87)</th>
<th>Credit Hours</th>
</tr>
</thead>
</table>
| 3

Credit Hours 6

Third Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>Mathematics Elective - Core Curriculum (p. 86)</td>
<td>3-4</td>
<td></td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 86)</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>ARTS 1312</td>
<td>Design II</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 1303</td>
<td>Art History I</td>
<td>3</td>
</tr>
<tr>
<td>Component Area Option - Core Curriculum (if required) (p. 88)</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

Credit Hours 14

Fourth Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 1304</td>
<td>Art History II</td>
<td>3</td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 86)</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Fine Arts Elective - Field of Study</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ARTS 2389</td>
<td>Academic Cooperative</td>
<td>3</td>
</tr>
</tbody>
</table>

Credit Hours 16

Total Credit Hours 60 Credit Hours

COURSES TO BE CHOSEN FROM FIELD OF STUDY

1- Courses to be chosen from Field of Study
Humanities
American Sign Language and Interpreter Studies (p. 152)
• Trilingual Interpreter (Certificate)
  • Specialization: Deaf Support Specialist (Associate of Applied Science)
  • Specialization: Sign Language Interpreter (Associate of Applied Science)

English (p. 155)
• English, Field of Study (Associate of Arts)

History (p. 156)
• History, Field of Study (Associate of Arts)

Interdisciplinary Studies (p. 157)
• Interdisciplinary Studies, Field of Study (Associate of Arts)

Language and Cultural Studies
• Language and Cultural Studies, Field of Study
  • Concentration: American Sign Language (Associate of Arts) (p. 158)
  • Concentration: Spanish (Associate of Arts) (p. 159)

Mexican-American Studies (p. 161)
• Mexican-American Studies, Field of Study (Associate of Arts)

Philosophy (p. 163)
• Philosophy, Field of Study (Associate of Arts)
American Sign Language and Interpreter Studies

Deaf Support Specialist Certificate

The certificate program in Deaf Support is comprised of 8 technical courses totaling 22 credit hours. A Deaf Support is responsible for assistance with advocating, educating and promoting community awareness pertaining to Deaf, hard-of-hearing and hearing communities. Their responsibilities involve supporting Deaf and hard-of-hearing consumers with independent living skills, informing them of community services available, and educating them in terms of their rights as they relate to the Americans with Disabilities Act. Additionally, they may assist with locating the latest rehabilitative and/or assistive technological devices. The Deaf Support Specialist Certificate program is designed to provide students with a foundation for entry level Deaf Support Specialist jobs.

Trilingual Interpreter Certificate

The Trilingual Enhanced certificate was created to strengthen the skills of an interpreter who is currently utilizing the three languages of ASL, English and spoken Spanish in his or her professional work. This certificate was also designed to offer training to interpreters who would like to utilize these three languages or to add to their existing skills. The Trilingual Enhanced certificate requires a minimum language proficiency in both American Sign Language and Spanish.

Specialization: Sign Language Interpreter Associate of Applied Science

The Associate of Applied Science degree in the Sign Language Interpreter Specialization is comprised of a combination of technical and general education courses. The degree requires 63 credit hours of designated coursework. Students must take a mid-program evaluation, the State Certification Basic Exam, as well as a program exit exam in order to complete the degree requirements. Students are expected to maintain a 2.5 grade point average (GPA) in all program coursework. The Associate of Applied Science degree requires students to consult with department staff before registering for any SLNG classes.

The Sign Language Interpreter option is for individuals seeking employment as an interpreter. An interpreter is one who facilitates communication between persons who do not share the same language. Interpreting between Deaf and Hearing cultures is a process of communicating spoken English messages into American Sign Language or Signed English as well as rendering spoken English messages into American Sign Language or Signed English as well as rendering American Sign Language and Interpreter Studies Specialization: Deaf Support Specialist Associate of Applied Science

The Associate of Applied Science degree in the Deaf Support Specialist Specialization is comprised of a combination of technical and general education courses. The degree requires 65 credit hours of designated coursework. Students must take a mid-program evaluation and a program exit exam in order to complete the degree requirements. In addition, students will acquire social, cultural and educational foundations necessary for working with Deaf and Hard of Hearing consumers in a variety of settings. Students are expected to maintain a 2.5 grade point average (GPA) in all program coursework. The program is designed to provide the student with sign language communication skills necessary to communicate with a broad cross-section of Deaf consumers.

Students interested in pursuing the Associate of Applied Science degree, Deaf Support Specialist option is for individuals seeking employment as an advocate, job coach, mentor and/or para-professional to Deaf consumers. Successful completion of degree requirements ensures that the student is knowledgeable of linguistic and cultural aspects pertinent to the Deaf Community. Successful candidates will have also achieved proficiency in the expression and comprehension of American Sign Language.

Members

Chris Ardis, American Sign Language Teacher
Brook Velarde Hernandez, Manager for VAIL
Nora McAllister, South Texas College ASL Interpreter
Dr. Shawn Saladin, Associate Dean of Education and Research at UTPA
Ernie Pena, ASL Interpreter
Vanessa Vera, DARS Counselor

Ex-Officio Members

Dr. Ety Bischoff, Dean, Liberal Arts & Social Sciences

Certificate

- Deaf Support Specialist Certificate (p. 152)
- Trilingual Interpreter Certificate (p. 153)

Associates Degrees

- American Sign Language and Interpreting Studies Specialization: Deaf Support Specialist (p. 153)
- American Sign Language and Interpreting Studies Specialization: Sign Language Interpreter Associate of Applied Science (p. 153)

Deaf Support Specialist Certificate

TSI EXEMPT

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SLNG 1300</td>
<td>American Sign Language (ASL) I</td>
<td>3</td>
</tr>
<tr>
<td>SLNG 1300</td>
<td>Fundamentals for Deaf Support Specialist/ Service Provider</td>
<td>3</td>
</tr>
<tr>
<td>Spring</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SLNG 1305</td>
<td>American Sign Language (ASL) II</td>
<td>3</td>
</tr>
<tr>
<td>SLNG 2330</td>
<td>Advanced Techniques for Deaf Support Specialist/ Service Providers</td>
<td>3</td>
</tr>
<tr>
<td>SLNG 1311</td>
<td>Fingerspelling and Numbers</td>
<td>3</td>
</tr>
</tbody>
</table>

Course Title Credit Hours
### American Sign Language and Interpreting Studies

#### Trilingual Interpreter Certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>SLNG 2370</td>
<td>Trilingual Interpreting I</td>
<td>3</td>
</tr>
<tr>
<td>SLNG 2373</td>
<td>Latino Interpreting Issues</td>
<td>3</td>
</tr>
<tr>
<td>SLNG 2372</td>
<td>Trilingual Interpreting II</td>
<td>3</td>
</tr>
<tr>
<td>SPAN 2389</td>
<td>Academic Cooperative</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credit Hours**: 12 Credit Hours

1 To be eligible for the Enhanced Trilingual Interpreter certificate, the student must be a State Level I/Basic Certified Interpreter or have completed an accredited Interpreter Training Program. Students may obtain an Associate of Applied Science degree without the Enhanced Trilingual Interpreter Certificate.

### American Sign Language and Interpreting Studies

#### Specialization: Deaf Support Specialist Associate of Applied Science

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1301</td>
<td>Composition I ¹</td>
<td>3</td>
</tr>
<tr>
<td>DRAM 1351</td>
<td>Acting I ¹</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 1318</td>
<td>Interpersonal Communications I ¹</td>
<td>3</td>
</tr>
<tr>
<td>SLNG 1304</td>
<td>American Sign Language (ASL) I</td>
<td>3</td>
</tr>
<tr>
<td>SLNG 1300</td>
<td>Fundamentals for Deaf Support Specialist/Service Provider</td>
<td>3</td>
</tr>
</tbody>
</table>

**Credit Hours**: 15

#### Second Semester

| SLNG 1305     | American Sign Language (ASL) II             | 3            |
| SLNG 1311     | Fingerspelling and Numbers                  | 3            |
| BIOL 1408     | Biology for Non-Science Majors I            | 4            |
| SOCW 2361     | Introduction to Social Work                 | 3            |
| SLNG 1315     | Visual/Gestural Communication               | 3            |

**Credit Hours**: 16

#### Summer Session I

| SLNG 1344 or SGNL 2301 | American Sign Language (ASL) III or Intermediate American Sign Language I | 3 |
| PHIL 2306             | Introduction to Ethics ¹                       | 3 |
| SLNG 1347             | Deaf Culture                                    | 3 |

**Credit Hours**: 9

#### Third Semester

| SLNG 2187 | Capstone: Internship I                       | 1 |

**Credit Hours**: 1

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement

### American Sign Language and Interpreting Studies

#### Specialization: Sign Language Interpreter Associate of Applied Science

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1301</td>
<td>Composition I ¹</td>
<td>3</td>
</tr>
<tr>
<td>DRAM 1351</td>
<td>Acting I ¹</td>
<td>3</td>
</tr>
<tr>
<td>SLNG 1304</td>
<td>American Sign Language (ASL) I</td>
<td>3</td>
</tr>
<tr>
<td>SLNG 1321</td>
<td>Introduction to the Interpreting Profession</td>
<td>3</td>
</tr>
</tbody>
</table>

**Credit Hours**: 12

#### Second Semester

| SLNG 1305     | American Sign Language (ASL) II             | 3            |
| SLNG 1311     | Fingerspelling and Numbers                  | 3            |
| BIOL 1408     | Biology for Non-Science Majors I            | 4            |
| SOCW 2361     | Introduction to Social Work                 | 3            |

**Credit Hours**: 13

#### Summer Session I

| SLNG 1344 or SGNL 2301 | American Sign Language (ASL) III or Intermediate American Sign Language I | 3 |
| PHIL 2306             | Introduction to Ethics ¹                       | 3 |

**Credit Hours**: 6

#### Third Semester

| SLNG 2187 | Capstone: Internship I                       | 1 |
| SLNG 2401 | Interpreting I                               | 4 |
| SLNG 1345 or SGNL 2302 | American Sign Language (ASL) IV or Intermediate American Sign Language II | 3 |
| SLNG 2411 | Interpreting in Specialized Settings         | 4 |
| SLNG 1350 | Sign-to-Voice                                | 3 |

**Credit Hours**: 15
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SLNG 2188</td>
<td>Capstone: Internship II</td>
<td>1</td>
</tr>
<tr>
<td>SLNG 2402</td>
<td>Interpreting II</td>
<td>4</td>
</tr>
<tr>
<td>SLNG 2303</td>
<td>Transliterating</td>
<td>3</td>
</tr>
<tr>
<td>SLNG 2434</td>
<td>American Sign Language (ASL) V</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td><strong>Credit Hours</strong></td>
<td><strong>12</strong></td>
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</tbody>
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<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SLNG 2189</td>
<td>Capstone: Internship III</td>
<td>1</td>
</tr>
<tr>
<td>SLNG 2431</td>
<td>Interpreting III</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td><strong>Credit Hours</strong></td>
<td><strong>5</strong></td>
</tr>
</tbody>
</table>

Total Credit Hours: **63 Credit Hours**

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement
English Associate of Arts

The field of study curriculum in English transfers as a block leading to an English minor, a Bachelor of Arts in General Studies, a Bachelor of Arts in English, or a Bachelor of Fine Arts in English. The flexible structure of this field of study provides students an opportunity to explore their own interests in either Literature, Creative Writing, or Technical Writing, while also providing a firm foundation for a minor or major in English.

The course load allows students to complete their minor or major at a four-year institution and allows education majors to build the required number of courses within their teaching discipline (which according to TEA regulations must include 24 credit hours in the teaching discipline to qualify for a teaching position).

With a specialization in English, students will be uniquely prepared to succeed in today’s competitive job market and will have a variety of employment opportunities available in such fields as technical writing, editing, teaching, and pre-law, as well as numerous professions that require effective communication and analytical skills.

TSI LIABLE

Field of Study - 18 Credit Hours
Select a minimum of five of the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 2307</td>
<td>Creative Writing I</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 2311</td>
<td>Technical and Business Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 2321</td>
<td>British Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 2326</td>
<td>American Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 2331</td>
<td>World Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 2341</td>
<td>Introduction to Forms of Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 2351</td>
<td>Mexican-American Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 2389</td>
<td>Academic Cooperative</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 1300</td>
<td>Learning Framework</td>
<td>3</td>
</tr>
</tbody>
</table>

Foreign Language
The student is required to take 3 course of any foreign language course.

STC Core Curriculum - 42 Credit Hours
Complete 42 credit hours of required Core Curriculum including the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPCH 1311</td>
<td>Introduction to Speech Communication</td>
<td>3</td>
</tr>
</tbody>
</table>

Component Area Option

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS 1301</td>
<td>Art Appreciation</td>
<td>3</td>
</tr>
<tr>
<td>DRAM 1310</td>
<td>Introduction to Theater</td>
<td>3</td>
</tr>
<tr>
<td>MUSI 1306</td>
<td>Music Appreciation</td>
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</tbody>
</table>

Total Credit Hours 60

In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86). These courses must not duplicate courses taken to fulfill the field of study requirements.

2 Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take an additional 1 credit hour to complete the Component Area Option for the Core Curriculum.

TSI LIABLE

Recommended Course Sequence

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
</tr>
<tr>
<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 87)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>HIST 1301 or HIST 2327</td>
<td>United States History I or Mexican-American History I</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics Elective - Core Curriculum (p. 86)</td>
<td>3-4</td>
<td></td>
</tr>
</tbody>
</table>

Total Credit Hours 60

Courses to be chosen from Field of Study
History

Associate of Arts

The Associates of Arts degree with a field of study in History is designated for students planning to transfer to a baccalaureate degree in History or Liberal Arts at four-year institutions.

The curriculum includes general academic courses and electives that enable students who intend to major in History to transfer to four-year institutions.

Completing a History program can expand opportunities in teaching, museums, archives, government, law school, journalism and other related areas.

Instruction in History promotes reading, writing, and critical thinking, as well as development of awareness of how the past has shaped the present.

TSI LIABLE

Field of Study - 18 credit hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 2321</td>
<td>World Civilizations I</td>
<td>3</td>
</tr>
<tr>
<td>HIST 2322</td>
<td>World Civilizations II</td>
<td>3</td>
</tr>
<tr>
<td>HIST 2389</td>
<td>Academic Cooperative</td>
<td>3</td>
</tr>
<tr>
<td>Select one of the following:</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>HIST 2301</td>
<td>Texas History</td>
<td></td>
</tr>
<tr>
<td>HIST 2327</td>
<td>Mexican-American History I</td>
<td></td>
</tr>
<tr>
<td>HIST 2328</td>
<td>Mexican-American History II</td>
<td></td>
</tr>
<tr>
<td>HIST 2381</td>
<td>African-American History</td>
<td></td>
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</tbody>
</table>

Field of Study Elective

Select two 3 credit hour courses listed in any Associate of Arts Field of Study from the following list: Anthropology, Business Administration (transfer plan only), Communication, Criminal Justice, Drama, Education, English, Arts, History, Humanities, Interdisciplinary Studies, Language and Cultural Studies, Mexican-American Studies, Philosophy, Political Science, Psychology, Social Work, or Sociology.

STC Core Curriculum - 42 credit hours

Complete 42 credit hours of required Core Curriculum. 

Total Credit Hours 60

1 Courses to be chosen from History Field of Study
2 Students must take two 3 credit hour courses listed in any Associate of Arts Field of Study from the following list: Anthropology, Business Administration (transfer plan only), Communication, Criminal Justice, Drama, Education, English, Arts, History, Humanities, Interdisciplinary Studies, Language and Cultural Studies, Mexican-American Studies, Philosophy, Political Science, Psychology, Social Work, or Sociology.

TSI LIABLE

Recommended Course Sequence

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Semester</td>
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<td></td>
</tr>
<tr>
<td>HIST 1301</td>
<td>United States History I</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
</tr>
<tr>
<td>Component Area Option - Core Curriculum (p. 86)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>SPCH 1311</td>
<td>Introduction to Speech Communication (Recommended)</td>
<td></td>
</tr>
</tbody>
</table>

Second Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 1302</td>
<td>United States History II</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
<td>3</td>
</tr>
<tr>
<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 87)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>PHIL 2307</td>
<td>Introduction to Social and Political Philosophy (Recommended)</td>
<td>3</td>
</tr>
<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 87)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Field of Study Elective</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

Total Credit Hours 42

Third Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Creative Arts Elective - Core Curriculum (p. 87)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ARTS 1303</td>
<td>Art History I (Recommended)</td>
<td></td>
</tr>
<tr>
<td>Mathematics Elective - Core Curriculum (p. 86)</td>
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Total Credit Hours 13

Fourth Semester

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<tr>
<td>HIST 2321</td>
<td>World Civilizations I</td>
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Total Credit Hours 13

Fifth Semester

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Total Credit Hours 13

Total Credit Hours 60

156 History
Interdisciplinary Studies

Associate of Arts

The Associate of Arts Degree field of study in Interdisciplinary Studies provides students with a broad-based education in "college basics" that promotes critical thinking skills and allows for an opportunity to make an informed choice in educational preferences.

The program offers transferable field of study selections in arts and humanities, social sciences, natural sciences, computer applications, and mathematics. This field of study is an excellent transfer program that can be used towards the successful completion of a Baccalaureate Degree in any field.

TSI LIABLE

Field of Study - 18 credit hours
Select a minimum of 18 hours of Field of Study courses.  

STC Core Curriculum - 42 credit hours
Complete 42 credit hours of required Core Curriculum.

Total Credit Hours
60

The Field of Study courses must be chosen from two (2) or more AA or AS field of study options. Substitutions to this degree plan will be accepted if the Transfer Institution accepts the substitution(s) as courses that will apply toward the baccalaureate degree the student intends to pursue.

In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86). These courses must not duplicate courses taken to fulfill the field of study requirements.

Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI LIABLE

Recommended Course Sequence

<table>
<thead>
<tr>
<th>Course</th>
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<th>Credit Hours</th>
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<tr>
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<td>Curriculum (p. 88)</td>
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<td>Composition I</td>
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<td>Composition II - Rhetoric</td>
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<td>Core Curriculum (p. 87)</td>
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Life and Physical Sciences Elective - Core Curriculum (p. 86)  
Social and Behavioral Sciences Elective - Core Curriculum (p. 87)  
Elective - Field of Study
Component Area Option - Core Curriculum (if required) (p. 88)

Fifth Semester

<table>
<thead>
<tr>
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</table>

Total Credit Hours 60 Credit Hours

1 Courses to be chosen from Field of Study
Language and Cultural Studies

American Sign Language Concentration

Associate of Arts

The Language and Cultural Studies Field of Study is designed to provide students the opportunity to develop and enhance their practical communication skills and cross-cultural understanding that will provide them the foundational coursework required for careers in languages and cultural studies.

Furthermore, the field of study will focus on integrating language, culture and literature to help students gain an international perspective for living and working in today's global society.

Students declaring a field of study in Languages and Cultural Studies may choose courses in one or both of the following concentrations: Spanish and American Sign Language.

TSI LIABLE

Field of Study - 18 credit hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
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<td>Beginning American Sign Language I</td>
<td>3</td>
</tr>
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<td>SGNL 1302</td>
<td>Beginning American Sign Language II</td>
<td>3</td>
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<td>SGNL 2301</td>
<td>Intermediate American Sign Language I</td>
<td>3</td>
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<td>SGNL 2302</td>
<td>Intermediate American Sign Language II</td>
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<tr>
<td>PHIL 2306</td>
<td>Introduction to Ethics</td>
<td>3</td>
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Select one of the following: 3

<table>
<thead>
<tr>
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<tbody>
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<td>HUMA 1301</td>
<td>Introduction to Humanities I - Western</td>
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<tr>
<td>HUMA 2319</td>
<td>American Minority Studies</td>
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<td>World Cultures</td>
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<td>Introduction to the Teaching Profession</td>
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<td>PHIL 2306</td>
<td>Introduction to Ethics</td>
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</tr>
<tr>
<td>PHIL 2307</td>
<td>Introduction to Social and Political Philosophy</td>
<td>3</td>
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<td>HUMA 1301</td>
<td>Introduction to Humanities I - Western</td>
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<td>American Minority Studies</td>
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<td>Introduction to the Teaching Profession</td>
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<tr>
<td>ENGL 2351</td>
<td>Mexican-American Literature</td>
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</table>

STC Core Curriculum - 42 credit hours

Complete 42 credit hours of required Core Curriculum 12

Total Credit Hours 60

1 In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86). These courses must not duplicate courses taken to fulfill the field of study requirements.

2 Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI LIABLE

Recommended Course Sequence

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<tr>
<th>Course</th>
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<td>United States History I or Mexican-American History I</td>
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<tr>
<td>ENGL 1301</td>
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Credit Hours 12

Second Semester

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<tbody>
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<td>United States History II or Mexican-American History II</td>
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<tr>
<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
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<td>GOVT 2305</td>
<td>Federal Government</td>
<td>3</td>
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<tr>
<td>Creative Arts Elective - Core Curriculum (p. 87)</td>
<td>3</td>
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<td>Beginning American Sign Language II</td>
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Credit Hours 15

Third Semester

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<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 86)</td>
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<td>PHIL 2307</td>
<td>Introduction to Social and Political Philosophy</td>
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<td>Introduction to Humanities I - Western</td>
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<td>HUMA 2323</td>
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Credit Hours 17

Fourth Semester

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<tr>
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<tr>
<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 87)</td>
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<td></td>
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<tr>
<td>PHIL 2306</td>
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</table>

Credit Hours 16

Total Credit Hours 60 Credit Hours

158 Language and Cultural Studies
Spanish Concentration

Associate of Arts

The Language and Cultural Studies Field of Study is designed to provide students the opportunity to develop and enhance their practical communication skills and cross-cultural understanding that will provide them the foundational coursework required for careers in languages and cultural studies.

Furthermore, the field of study will focus on integrating language, culture and literature to help students gain an international perspective for living and working in today’s global society.

Students declaring a field of study in Languages and Cultural Studies may choose courses in one or both of the following concentrations: Spanish and American Sign Language.

TSI LIABLE

Field of Study - 18 credit hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>SPAN 1411</td>
<td>Beginning Spanish I for Non-Spanish Speakers</td>
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<tr>
<td>or SPAN 231</td>
<td>Spanish for Native/Heritage Speakers I</td>
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<tr>
<td>SPAN 1412</td>
<td>Beginning Spanish II for Non-Spanish Speakers</td>
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<td>or SPAN 231</td>
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<td>or HUMA 23</td>
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<td>SPAN 2312</td>
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<td>or ENGL 235</td>
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<td>ENGL 2331</td>
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<td>ENGL 2341</td>
<td>Introduction to Forms of Literature</td>
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<td>ENGL 2351</td>
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<td>Complete 42 credit hours of required Core Curriculum</td>
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1 Students who take SPAN 2313 Spanish for Native/Heritage Speakers I & SPAN 2315 Spanish for Native/Heritage Speakers II cannot take SPAN 2311 Intermediate Spanish I & SPAN 2312 Intermediate Spanish II
2 Courses from this list cannot duplicate courses from previous block.

In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86). These courses must not duplicate courses taken to fulfill the field of study requirements.

Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI LIABLE

Recommended Course Sequence

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<tr>
<th>Course</th>
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<th>Credit Hours</th>
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<td>ENGL 1301</td>
<td>Composition I</td>
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<tr>
<td>SPAN 2313</td>
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<td>3-4</td>
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<tr>
<td>or SPAN 1411</td>
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<tr>
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Second Semester

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<td>or Mexican-American History II</td>
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<tr>
<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
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<td>GOVT 2305</td>
<td>Federal Government</td>
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<tr>
<td>SPAN 2315</td>
<td>Spanish for Native/Heritage Speakers II</td>
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<tr>
<td>or SPAN 1412</td>
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Third Semester

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<tr>
<th>Course</th>
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<tr>
<td>Creative Arts Elective - Core Curriculum</td>
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<tr>
<td>Language, Philosophy &amp; Culture Elective - Core Curriculum</td>
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<tr>
<td>SPCH 1311 Introduction to Speech Communication</td>
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Fourth Semester

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<td>Life and Physical Sciences Elective - Core Curriculum (p. 86)</td>
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<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 87)</td>
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<td>3</td>
</tr>
<tr>
<td>SPAN 2311</td>
<td>Intermediate Spanish I</td>
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</tr>
<tr>
<td>or HUMA 2323</td>
<td>or World Cultures</td>
<td></td>
</tr>
<tr>
<td>Component Area Option - Core Curriculum (if required) (p. 88)</td>
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<td>1</td>
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Fifth Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
<td>3</td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 86)</td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>SPAN 2312</td>
<td>Intermediate Spanish II</td>
<td>3</td>
</tr>
<tr>
<td>or ENGL 2351</td>
<td>or Mexican-American Literature</td>
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</tr>
<tr>
<td>SPAN 2389</td>
<td>Academic Cooperative</td>
<td>3</td>
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<td>Elective - Field of Study</td>
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<tr>
<td>Select one of the following:</td>
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<tr>
<td>PHIL 1301</td>
<td>Introduction to Philosophy</td>
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<tr>
<td>PHIL 2303</td>
<td>Introduction to Logic</td>
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<tr>
<td>PHIL 2306</td>
<td>Introduction to Ethics</td>
<td></td>
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<tr>
<td>PHIL 2307</td>
<td>Introduction to Social and Political Philosophy</td>
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<tr>
<td>HUMA 1301</td>
<td>Introduction to Humanities I - Western</td>
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<tr>
<td>HUMA 2319</td>
<td>American Minority Studies</td>
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<tr>
<td>HUMA 2323</td>
<td>World Cultures</td>
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<tr>
<td>Course</td>
<td>Title</td>
<td>Credit Hours</td>
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<td>EDUC 1301</td>
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<td>ENGL 2341</td>
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<td>ENGL 2351</td>
<td>Mexican-American Literature</td>
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<tbody>
<tr>
<td>Credit Hours</td>
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Mexican-American Studies
Associate of Arts

The Associate of Arts degree with a field of study in Mexican American Studies is designated for students planning to transfer to a baccalaureate degree in Mexican American Studies or any Liberal Arts or Humanities field at four-year institutions. The curriculum includes a multi-discipline approach throughout the general academic courses and electives that enable students who intended to major in Mexican American Studies to transfer to four-year institutions.

Completing the Mexican American Studies program can expand opportunities in education, teaching, law school, journalism, business, public administration, and other related areas. Instruction in Mexican American Studies will promote critical thinking and writing, as well as develop an awareness of how the past has shaped the present.

TSI LIABLE

Field of Study - 18 credit hours

HUMA 1305 Introduction to Mexican-American Studies 3
Spanish Language Requirement 3-4
SPAN 1411 Beginning Spanish I for Non-Spanish Speakers 3
SPAN 1412 Beginning Spanish II for Non-Spanish Speakers 3
SPAN 2311 Intermediate Spanish I 3
SPAN 2312 Intermediate Spanish II 3
SPAN 2313 Spanish for Native/Heritage Speakers I 3
SPAN 2315 Spanish for Native/Heritage Speakers II 3

Field of Study Electives - 12 credit hours

To complete the Mexican-American Studies Field of Study, students must take 12 credit hours listed in any Associate of Arts Field of Study from the following list: Anthropology, Business Administration (transfer plan only), Communication, Criminal Justice, Drama, Education, English, Arts, History, Interdisciplinary Studies, Language and Cultural Studies, Mexican-American Studies, Philosophy, Political Science, Psychology, Social Work, or Sociology.

STC Core Curriculum - 42 credit hours

Complete 42 credit hours of required Core Curriculum including the following: 1,2

Language, Philosophy & Culture
ENGL 2351 Mexican-American Literature 3

History
HIST 2327 Mexican-American History I 3
HIST 2328 Mexican-American History II 3

Creative Arts
HUMA 1311 Mexican-American Fine Arts Appreciation 3

Social and Behavioral Sciences

GOVT 2311 Mexican American Politics 60

1 In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86). These courses must not duplicate courses taken to fulfill field of study requirements.

2 Students who select a 3 credit hours Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI LIABLE

Recommended Course Sequence

<table>
<thead>
<tr>
<th>Course</th>
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<th>Credit Hours</th>
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<td>Mexican-American Literature</td>
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<td>Component Area Option - Core Curriculum</td>
<td>(p. 88)</td>
<td>3</td>
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<tr>
<td>HIST 2327</td>
<td>Mexican-American History I</td>
<td>3</td>
</tr>
<tr>
<td>HUMA 1305</td>
<td>Introduction to Mexican-American Studies</td>
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<td>Spanish Language Requirement</td>
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<td>Recommended:</td>
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<td>Spanish for Native/Heritage Speakers II</td>
<td>3</td>
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<tr>
<td>HIST 2328</td>
<td>Mexican-American History II</td>
<td>3</td>
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<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
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<tr>
<td>Mathematics Elective - Core Curriculum</td>
<td>(p. 86)</td>
<td>3-4</td>
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<td>3-4</td>
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<td>3</td>
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<td>SPAN 2315</td>
<td>Spanish for Native/Heritage Speakers II</td>
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<tr>
<td>HIST 2328</td>
<td>Mexican-American History II</td>
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<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
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<tr>
<td>Mathematics Elective - Core Curriculum</td>
<td>(p. 86)</td>
<td>3-4</td>
</tr>
<tr>
<td>Credit Hours</td>
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<td>Third Semester</td>
<td>GOVT 2311</td>
<td>Mexican American Politics</td>
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<td>Fourth Semester</td>
<td>GOVT 2305</td>
<td>Federal Government</td>
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<td>Recommended:</td>
<td>SPAN 2311 Intermediate Spanish I</td>
<td>3</td>
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<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
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<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 86)</td>
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<tr>
<td>HUMA 1311</td>
<td>Mexican-American Fine Arts Appreciation</td>
<td>3</td>
</tr>
<tr>
<td>Credit Hours</td>
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<td></td>
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<tr>
<td>Fifth Semester</td>
<td>GOVT 2306</td>
<td>Texas Government</td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 86)</td>
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<td>Field of Study Elective</td>
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<td>Recommended:</td>
<td>SPAN 2312 Intermediate Spanish II</td>
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<tr>
<td>Component Area Option - Core Curriculum (if required) (p. 88)</td>
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<td></td>
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<td>Field of Study Elective</td>
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<tr>
<td>Recommended:</td>
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<td>3</td>
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<tr>
<td>Credit Hours</td>
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<td>Total Credit Hours</td>
<td>60-61 Credit Hours</td>
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</table>

South Texas College 161
To complete the Mexican-American Studies Field of Study, students must take 12 credit hours listed in any Associate of Arts Field of Study from the following list: Anthropology, Business Administration (transfer plan only), Communication, Criminal Justice, Drama, Education, English, Arts, History, Interdisciplinary Studies, Language and Cultural Studies, Mexican-American Studies, Philosophy, Political Science, Psychology, Social Work, or Sociology.
Philosophy

The Associates of Arts degree with a field of study in Philosophy is designated for students planning to transfer to a baccalaureate degree in Philosophy or Liberal Arts at four-year institutions. The curriculum includes general academic courses and electives that enable students who intend to major or minor in Philosophy to transfer to four-year institutions with substantial course work completed.

Completing a Philosophy program can expand opportunities in teaching, law school, and other related areas while teaching lifetime skills of analysis and multicultural reasoning.

Field of Study - 18 credit hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHIL 2306</td>
<td>Introduction to Ethics</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 2303</td>
<td>Introduction to Logic</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 2304</td>
<td>Introduction to World Religions</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 2306 Introduction to Ethics</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>PHIL 2316</td>
<td>Classical Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 2321</td>
<td>Philosophy of Religion</td>
<td>3</td>
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<tr>
<td>PHIL 2389</td>
<td>Academic Cooperative:</td>
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</tr>
<tr>
<td></td>
<td>Philosophy Capstone</td>
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</table>

Field of Study Electives - 6 credit hours

To complete the Philosophy Field of Study, students must take two 3-credit hour courses listed in any Associate of Arts Field of Study from the following list: Anthropology, Business Administration (transfer plan only), Communication, Criminal Justice, Drama, Education, English, Arts, History, Interdisciplinary Studies, Humanities, Language and Cultural Studies, Mexican-American Studies, Philosophy, Political Science, Psychology, Social Work, or Sociology.

STC Core Curriculum - 42 credit hours

Complete 42 credit hours of required Core Curriculum including the following: 1, 2, 3

| Language, Philosophy & Culture | PHIL 1301 Introduction to Philosophy | 3 |

Total Credit Hours 60

1 In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86). These courses must not duplicate courses taken to fulfill field of study requirements.

2 Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI LIABLE

Recommended Course Sequence

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>First Semester</td>
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<tr>
<td>PHIL 1301 Introduction to Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>Second Semester</td>
<td></td>
</tr>
<tr>
<td>HIST 1302 United States History II or HIST 2328 Mexican-American History II</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1302 Composition II - Rhetoric</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics Elective - Core Curriculum (p. 86)</td>
<td>3-4</td>
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<tr>
<td>Creative Arts Elective - Core Curriculum (p. 87)</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 2303 Introduction to Logic</td>
<td>3</td>
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</tbody>
</table>

Total Credit Hours 60

1 Courses to be chosen from Philosophy Field of Study

2 To complete the Philosophy Field of Study, students must take two 3-credit hour courses listed in any Associate of Arts Field of Study from the following list: Anthropology, Business Administration (transfer plan only), Communication, Criminal Justice, Drama, Education, English, Arts, History, Interdisciplinary Studies, Humanities, Language and Cultural Studies, Mexican-American Studies, Philosophy, Political Science, Psychology, Social Work, or Sociology.

South Texas College 163
Social & Behavioral Sciences

Anthropology (p. 165)
  • Anthropology, Field of Study (Associate of Arts)

Child Development (p. 166)
  • Child Development
    • Specialization: Administration of Early Childhood Programs (Certificate)
    • Specialization: Infant and Toddler (Certificate)
    • Specialization: Pre-school (Certificate)
  • Child Development (Associate of Applied Science)

Communication
  • Advertising/Public Relations, Field of Study (Associate of Arts) (p. 169)
  • Communication Studies, Field of Study (Associate of Arts) (p. 170)

Criminal Justice (p. 171)
  • Criminal Justice, Field of Study (Associate of Arts)

Education
  • Teaching
    • EC-6 Generalist (Associate of Arts in Teaching) (p. 174)
    • 4-8 Generalist (Associate of Arts in Teaching) (p. 172)
    • Grades 8-12 (Associate of Arts in Teaching) (p. 176)

Kinesiology (p. 177)
  • Kinesiology, Field of Study (Associate of Arts)

Political Science (p. 179)
  • Political Science, Field of Study (Associate of Arts)

Psychological Science (p. 180)
  • Psychology, Field of Study (Associate of Arts)

Public Administration (p. 181)
  • Public Administration (Associate of Applied Science)

Social Work (p. 182)
  • Social Work, Field of Study (Associate of Arts)

Sociology (p. 183)
  • Sociology, Field of Study (Associate of Arts)
Anthropology

Associate of Arts

Anthropology is the study of our species (Homo Sapiens), our ancient ancestors, and our near relatives (the primates). Anthropology studies the primordial origins of humans, how we evolved, how we populated the continents over millennia, and why we vary physically and culturally.

Anthropology is a holistic science comprised of four subfields:

- **Cultural Anthropology**
  the study of world cultures and unique human adaptations to environments;

- **Physical Anthropology**
  the study of human evolution, genetics, primatology and human variation;

- **Archaeology**
  the study of the material remains of ancient and contemporary civilizations; and,

- **Linguistic Anthropology**
  the study of the biological, historical and cultural foundations of the world's languages.

Anthropological career fields include but are not limited to forensics, medical anthropology, agricultural anthropology, museum curation, psychological anthropology, and ethnological film making.

**TSI LIABLE**

**Field of Study - 18 Credit Hours**

- ANTH 2301 Physical Anthropology 3
- ANTH 2302 Introduction to Archeology 3
- ANTH 2351 Cultural Anthropology 3
- HUMA 2323 World Cultures 3
  or ANTH 2348 General Anthropology 3

Select a minimum of two of the following:

- SOCI 1301 Introductory Sociology
- SOCI 2319 Minority Studies
- PSYC 2317 Statistical Methods in Psychology
- HIST 2321 World Civilizations I

**STC Core Curriculum - 42 Credit Hours**

Complete 42 credit hours of required Core Curriculum 2,3

**Total Credit Hours**

60

1. Courses taken to fulfill field of study requirements must not duplicate courses taken to fulfill Core Curriculum Requirements.
2. In addition to the courses in the Social Sciences Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86).
3. Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

**Recommended Course Sequence**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>HIST 1301</td>
<td>United States History I or Mexican-American History I</td>
<td>3</td>
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<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 2301</td>
<td>Physical Anthropology</td>
<td>3</td>
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<tr>
<td>Anthropology Elective</td>
<td>Select one of the following:</td>
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<tr>
<td>SOCI 1301</td>
<td>Introductory Sociology</td>
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<tr>
<td>SOCI 2319</td>
<td>Minority Studies</td>
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<tr>
<td>PSYC 2317</td>
<td>Statistical Methods in Psychology</td>
<td></td>
</tr>
<tr>
<td>HIST 2321</td>
<td>World Civilizations I</td>
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**First Semester**

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<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
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<td>United States History II or Mexican-American History II</td>
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<tr>
<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
<td>3</td>
</tr>
<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum</td>
<td>(p. 87)</td>
<td>3</td>
</tr>
<tr>
<td>Anthropology Elective</td>
<td>Select one of the following:</td>
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<tr>
<td>SOCI 1301</td>
<td>Introductory Sociology</td>
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<tr>
<td>SOCI 2319</td>
<td>Minority Studies</td>
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<tr>
<td>PSYC 2317</td>
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<tr>
<td>HIST 2321</td>
<td>World Civilizations I</td>
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**Second Semester**

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<tr>
<td>SOCI 2301</td>
<td>Local History</td>
<td>3</td>
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<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum</td>
<td>(p. 87)</td>
<td>3</td>
</tr>
<tr>
<td>Anthropology Elective</td>
<td>Select one of the following:</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 1301</td>
<td>Introductory Sociology</td>
<td></td>
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<tr>
<td>SOCI 2319</td>
<td>Minority Studies</td>
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<td>PSYC 2317</td>
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<td>HIST 2321</td>
<td>World Civilizations I</td>
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**Third Semester**

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<tr>
<td>Mathematics Elective - Core Curriculum</td>
<td>(p. 86)</td>
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<tr>
<td>ANTH 2302</td>
<td>Introduction to Archeology</td>
<td>3</td>
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<tr>
<td>Life and Physical Sciences Elective - Core Curriculum</td>
<td>(p. 86)</td>
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**Fourth Semester**

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<td>GOVT 2306</td>
<td>Texas Government</td>
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<tr>
<td>HUMA 2323</td>
<td>World Cultures or General Anthropology</td>
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<td>ANTH 2346</td>
<td>Cultural Anthropology</td>
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</tr>
<tr>
<td>Component Area Option - Core Curriculum (if required)</td>
<td>(p. 88)</td>
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**Fifth Semester**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOCI 1301</td>
<td>Introductory Sociology</td>
<td></td>
</tr>
<tr>
<td>SOCI 2319</td>
<td>Minority Studies</td>
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<td>PSYC 2317</td>
<td>Statistical Methods in Psychology</td>
<td></td>
</tr>
<tr>
<td>HIST 2321</td>
<td>World Civilizations I</td>
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</tr>
</tbody>
</table>

**Total Credit Hours**

60

TSI LIABLE
Child Development

The Child Development Department is committed to improving and promoting the quality of services and programs for young children and their families in the communities we serve by educating and training individuals for early childhood professions and by partnering with childcare programs and social service agencies.

Specialization: Administration of Early Childhood Programs
Certificate

The Administration of Early Childhood Programs certificate is a one semester certificate that prepares students to meet the Texas Department of Family and Protective Services (TDFPS) Child Care Licensing educational requirements for a director of a child care center licensed for 13 or more children. It provides a basic foundation of knowledge and skills in both child development and business management. All students participating in Field Study courses must have a negative TB test and no criminal record. The Field Study course in this program is considered a capstone course and must be taken during the semester the student is graduating.

Specialization: Infant and Toddler
Certificate

The Infant and Toddler certificate prepares students for entry-level positions in the field of Child Development such as Early Head Start. This certificate provides the instruction and field experience necessary for successful care and guidance of young children birth through age three. The graduate will know and be able to promote child development and learning, use developmentally effective approaches to connect with children and families, and use content knowledge to build meaningful curriculum. This certificate also provides students an option to apply for a Child Development Associate Credential (CDA) after taking CDEC 1417 Child Development Associate Training I and CDEC 2422 Child Development Association Training II. All students participating in Field Study courses must have a negative TB test and no criminal record. The Field Study course in this program is considered a capstone course and must be taken during the semester the student is graduating. All credit hours earned under this certificate plan, with the exception of optional courses, transfer to the Associate of Applied Science degree in Child Development.

Specialization: Preschool
Certificate

The Preschool certificate prepares students for entry-level positions in the field of Child Development such as Head Start. This certificate provides the instruction and field experience necessary for successful care and guidance of young children three to five years of age. The graduate will know how to promote child development and learning, use developmentally effective approaches to connect with children and families, and use content knowledge to build meaningful curriculum.

This certificate also provides students an option to apply for a Child Development Associate Credential (CDA) after taking CDEC 1417 Child Development Associate Training I and CDEC 2422 Child Development Association Training II. All students participating in Field Study courses must have a negative TB test and no criminal record. The Field Study course in this program is considered a capstone course and must be taken during the semester the student is graduating. Once completed, all credit hours earned under this certificate plan, with the exception of optional courses, transfer to the Associate of Applied Science degree in Child Development.

Certificate

The curriculum leading to the Associate of Applied Science degree in Child Development provides the instruction and field experience necessary for successful care and guidance of young children birth to eight years of age. Graduates will know and be able to promote child development and learning; build family and community relationships; observe, document, and assess children; use developmentally effective approaches to connect with children and families; use content knowledge to build meaningful curriculum; and be a professional and advocate for young children. Students will be prepared for positions in private kindergartens, child development centers and early childhood programs such as Early Head Start, Head Start, non-profit and for-profit preschool programs. They also will be prepared for positions as teacher aides and other paraprofessional positions in public schools and after school programs. All students participating in Field Study courses must have a negative TB test and no criminal record. CDEC 2167 Capstone: Administration must be taken the semester the student is graduating.

Dana Anthony, Chairperson, TDFPS Child Care Licensing
Sylvia Garza, Professional Development, Hidalgo County Head Start
Pattie Rosenlund, Executive Director, Easter Seals Rio Grande Valley
Elda Perez, Education Director, UTRGV Early Head Start
Delia Mendoza, Dual Enrollment High School Instructor, McAllen ISD
Victor Yado, Human Resource Manager Teaching and Mentoring Communities
A student in the Child Development Program
A representative from a transfer university
A director/manager of a child care center

Certificates

• Child Development Specialization: Administration of Early Childhood Programs Certificate (p. 166)
• Child Development Specialization: Infant and Toddler Certificate (p. 167)
• Child Development Specialization: Preschool Certificate (p. 167)

Associates Degree

• Child Development Associate of Applied Science (p. 167)

Certificate

Specialization: Administration of Early Childhood Programs

TSI EXEMPT

Course Title Credit Hours
First Semester
TECA 1311 Educating Young Children 3
TECA 1318 Wellness of the Young 3

Child Development

166
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>TECA 1354</td>
<td>Child Growth and Development or Curriculum Resources for Early Childhood Programs</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 1313</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CDEC 2326</td>
<td>Administration of Programs for Children I</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 2328</td>
<td>Administration of Programs for Children II</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 2336</td>
<td>Administration of Programs for Children III</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 2167</td>
<td>Capstone: Administration</td>
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</table>

Credit Hours 19

Total Credit Hours 19 Credit Hours

1 By arrangement, all Field Study courses will be conducted at a pre-approved site. A TB test and a criminal background check will be required.

Child Development Specialization: Infant and Toddler Certificate

TSI EXEMPT

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>CDEC 1319</td>
<td>Child Guidance</td>
<td>3</td>
</tr>
<tr>
<td>TECA 1311</td>
<td>Educating Young Children</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 1356</td>
<td>Emergent Literacy for Early Childhood</td>
<td>3</td>
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<tr>
<td>CDEC 1359</td>
<td>Children with Special Needs</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 1417</td>
<td>Child Development Associate Training I</td>
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Credit Hours 12-16

Second Semester

<table>
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<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>TECA 1318</td>
<td>Wellness of the Young Child</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 1321</td>
<td>The Infant and Toddler</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 1358</td>
<td>Creative Arts for Early Childhood</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 2307</td>
<td>Math and Science for Early Childhood</td>
<td>3</td>
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<tr>
<td>CDEC 1167</td>
<td>Capstone: Field Study Infant/Toddler</td>
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Credit Hours 10-14

Total Credit Hours 22-30 Credit Hours

1 Class required only for students pursuing CDA Credential.
2 By arrangement, all Field Study courses will be conducted at a pre-approved site. A TB test and criminal background check will be required.

Child Development Specialization: Preschool Certificate

TSI EXEMPT

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDEC 1319</td>
<td>Child Guidance</td>
<td>3</td>
</tr>
<tr>
<td>TECA 1311</td>
<td>Educating Young Children</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 1359</td>
<td>Children with Special Needs</td>
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<tr>
<td>CDEC 1356</td>
<td>Emergent Literacy for Early Childhood</td>
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</tr>
<tr>
<td>CDEC 1417</td>
<td>Child Development Associate Training I</td>
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Credit Hours 12-16

Second Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>CDEC 1313</td>
<td>Curriculum Resources for Early Childhood Programs</td>
<td>3</td>
</tr>
<tr>
<td>TECA 1303</td>
<td>Family, School, and Community</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 1341</td>
<td>CDA Preparation for Assessment</td>
<td>3</td>
</tr>
<tr>
<td>or CDEC 2228</td>
<td>or Administration of Programs for Children II</td>
<td></td>
</tr>
<tr>
<td>or CDEC 2336</td>
<td>or Administration of Programs for Children III</td>
<td></td>
</tr>
<tr>
<td>Math and Natural Sciences Elective (p. 89)</td>
<td>1</td>
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<tr>
<td>PSYC 2301</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>or PSYC 2314</td>
<td>or Lifespan Growth and Development</td>
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</tr>
<tr>
<td>CDEC 2167</td>
<td>Capstone: Administration</td>
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</tbody>
</table>

Credit Hours 13

Total Credit Hours 60 Credit Hours

1 Class required only for students pursuing CDA Credential.
2 By arrangement, all Field Study courses will be conducted at a pre-approved site. A TB test and criminal background check will be required.

Child Development Associate of Applied Science

Course Title Credit Hours

First Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>TECA 1311</td>
<td>Educating Young Children</td>
<td>3</td>
</tr>
<tr>
<td>TECA 1354</td>
<td>Child Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 1314</td>
<td>Child Guidance</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 1354</td>
<td>Emergent Literacy for Early Childhood</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 1359</td>
<td>Children with Special Needs</td>
<td>3</td>
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</table>

Credit Hours 15

Second Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>TECA 1318</td>
<td>Wellness of the Young Child</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 1313</td>
<td>Curriculum Resources for Early Childhood Programs</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 1321</td>
<td>The Infant and Toddler</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 1358</td>
<td>Creative Arts for Early Childhood</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 2307</td>
<td>Math and Science for Early Childhood</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 1167</td>
<td>Capstone: Field Study Infant/Toddler</td>
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Credit Hours 16

Third Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>CDEC 1323</td>
<td>Observation and Assessment</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
</tr>
<tr>
<td>Humanities Elective (p. 88)</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>SPCH 1311 or SPCH 1318</td>
<td>Introduction to Speech Communication or Interpersonal Communications</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 2326</td>
<td>Administration of Programs for Children I</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 2166</td>
<td>Capstone: Field Study Preschool</td>
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Credit Hours 16

Fourth Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>CDEC 1341</td>
<td>CDA Preparation for Assessment</td>
<td>3</td>
</tr>
<tr>
<td>or CDEC 2228</td>
<td>or Administration of Programs for Children II</td>
<td></td>
</tr>
<tr>
<td>or CDEC 2336</td>
<td>or Administration of Programs for Children III</td>
<td></td>
</tr>
</tbody>
</table>

Credit Hours 13
1 Identifies courses to fulfill minimum 15 credit hour General Education requirement

2 All Field Study courses require Program Chair Approval and will be conducted at a pre-approved site. A negative TB test and a clear criminal background check will be required before beginning contact hours.
The Associate of Arts with a field of study in Advertising/Public Relations Concentration is a focused program of study, which provides a strong undergraduate foundation in writing for all forms of media and the integration of concepts and theories necessary to promote a positive image for clients. Classes prepare students for transfer to four-year institutions and entry into careers in which competence, clarity and influence are important, such as advertising, public relations, business, health, law, entertainment industry and media. Some variation in requirements may exist at particular four-year college or universities; therefore, it is essential that students also refer to the catalog of the prospective transfer institution and consult an academic adviser.

Program courses listed on the degree plan should be taken in the suggested sequence because most program courses have prerequisites.

Program course COMM 1307 Introduction to Mass Communication is offered both fall and spring semesters. Program courses COMM 2327 Introduction to Advertising and COMM 2330 Introduction to Public Relations are only offered during the fall semester. Program courses COMM 2305 Editing and Layout and COMM 2339 Writing for Radio, Television, and Film are only offered during the spring semester. Program course COMM 2389 Academic Cooperative is offered both in the fall and spring semesters and should be taken during the semester the student intends to graduate.

### TSI LIABLE

#### Field of Study - 18 Credit Hours

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMM 1307</td>
<td>Introduction to Mass Communication</td>
<td>3</td>
</tr>
<tr>
<td>COMM 2330</td>
<td>Introduction to Public Relations</td>
<td>3</td>
</tr>
<tr>
<td>COMM 2327</td>
<td>Introduction to Advertising</td>
<td>3</td>
</tr>
<tr>
<td>COMM 2305</td>
<td>Editing and Layout</td>
<td>3</td>
</tr>
<tr>
<td>COMM 2339</td>
<td>Writing for Radio, Television, and Film</td>
<td>3</td>
</tr>
<tr>
<td>COMM 2389</td>
<td>Academic Cooperative</td>
<td>3</td>
</tr>
</tbody>
</table>

#### STC Core Curriculum - 42 Credit Hours

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1301</td>
<td>United States History I</td>
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</tr>
<tr>
<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 87)</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
<td>3</td>
</tr>
<tr>
<td>COMM 1307</td>
<td>Introduction to Mass Communication 1</td>
<td>3</td>
</tr>
<tr>
<td>COMM 2327</td>
<td>Introduction to Advertising 1</td>
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<tr>
<td>HIST 1302</td>
<td>United States History II</td>
<td>3</td>
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<tr>
<td>COMM 2330</td>
<td>Introduction to Public Relations 1</td>
<td>3</td>
</tr>
<tr>
<td>COMM 2339</td>
<td>Writing for Radio, Television, and Film</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 2348</td>
<td>Digital Art I (Recommended)</td>
<td>3</td>
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<tr>
<td>ARTS 2356</td>
<td>Photography I (Fine Arts Emphasis) (Recommended)</td>
<td>3</td>
</tr>
<tr>
<td>DRAM 2366</td>
<td>Introduction to Cinema (Recommended)</td>
<td>3</td>
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</table>

#### Total Credit Hours

| Credit Hours | 60 |

1 Field of Study Courses

2 Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.
Communication Studies

Associate of Arts

The Associate of Arts degree in Communication with a speech concentration is a focused program of study, which provides a strong foundation in undergraduate interpersonal interaction, group communication, argument and debate, as well as in public speaking skills. Classes prepare students for transfer to four-year institutions and entry into careers in which effective communication skills are important, such as teaching, public relations, business, mass communication, and law. Some variation in requirements may exist at particular four-year college or universities; therefore, it is essential that students also refer to the catalog of the prospective transfer institution and consult an academic adviser.

Program courses listed on the degree plan should be taken in the suggested sequence in order to build the knowledge and skill-base necessary to maximize student learning outcomes in each particular course.

TSI LIABLE

Field of Study - 18 Credit Hours

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

STC Core Curriculum - 42 Credit Hours

Complete 42 credit hours of required Core Curriculum 1,2

Creative Arts Elective

Recommended Courses:

ARTS 2348 Digital Art I
ARTS 2356 Photography I (Fine Arts Emphasis)
DRAM 2366 Introduction to Cinema

Core Component Area Option

SPCH 1311 Introduction to Speech Communication 3

Total Credit Hours 60

1 In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86). These courses must not duplicate courses taken to fulfill field of study requirements.

2 Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

3 Speech Communication majors must take SPCH 1311 Introduction to Speech Communication to fulfill the Component Area Option of the core curriculum.

TSI LIABLE

Recommended Course Sequence

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Semester</td>
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<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 1311</td>
<td>Introduction to Speech Communication</td>
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</tr>
<tr>
<td>HIST 1301</td>
<td>United States History I</td>
<td>3</td>
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<tr>
<td>Language, Philosophy &amp; Culture Elective -</td>
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<tr>
<td>Core Curriculum (p. 87)</td>
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<tr>
<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
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<tr>
<td>SPCH 1318</td>
<td>Interpersonal Communications 1</td>
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</tr>
<tr>
<td>HIST 1302</td>
<td>United States History II</td>
<td>3</td>
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<tr>
<td>Social and Behavioral Sciences Elective -</td>
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<tr>
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<td>MATH 1442</td>
<td>Elementary Statistical Methods (Recommended)</td>
<td>Credit Hours</td>
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<td>Third Semester</td>
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<tr>
<td>GOVT 2305</td>
<td>Federal Government</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 1315</td>
<td>Public Speaking 1</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 2333</td>
<td>Discussion and Small Group Communication</td>
<td>3</td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 86)</td>
<td>4</td>
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<tr>
<td>Creative Arts Elective - Core Curriculum (p. 87)</td>
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<tr>
<td>ARTS 2348</td>
<td>Digital Art I (Recommended)</td>
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<td>Photography I (Fine Arts Emphasis)</td>
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<tr>
<td>DRAM 2366</td>
<td>Introduction to Cinema (Recommended)</td>
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<td>Fourth Semester</td>
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<td>GOVT 2306</td>
<td>Texas Government</td>
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<td>SPCH 1321</td>
<td>Business and Professional Communication 1</td>
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<td>SPCH 2335</td>
<td>Argumentation and Debate 1</td>
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<td>SPCH 2389</td>
<td>Academic Cooperative 1</td>
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<tr>
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<tr>
<td>Total Credit Hours 60 Credit Hours</td>
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</table>

1 Field of Study Courses
Criminal Justice

Associate of Arts

The need for college-level training in the field of Criminal Justice has grown dramatically. Criminal Justice agencies in all areas have recognized the value of college training for their employees. Some have made it mandatory, while many others offer incentive pay for employees with college education. Criminal Justice careers can be found in a variety of forms: law enforcement/police, private detectives, insurance companies, private security, child and adult protective services, correctional officers, probation and parole officers, juvenile counselors, and game wardens are among the many possibilities available. These people help our society run smoothly and within the realms of the law. They also play a key role in preventing future terrorist attacks on American soil.

Graduates of a criminal justice program can find employment opportunities in the field at the local, state, and federal levels (most federal agencies do require a four-year degree as a minimum, however). After completion of the Criminal Justice Associate Degree program, students will have the basic knowledge to enter many public safety agencies. Students may also transfer to a four-year institution for more advanced coursework and to become more competitive in the job market.

TSI LIABLE

Field of Study - 18 Credit Hours
CRIJ 1301 Introduction to Criminal Justice 3
CRIJ 1306 Court Systems and Practices 3
CRIJ 1310 Fundamentals of Criminal Law 3
CRIJ 2313 Correctional Systems and Practices 3
CRIJ 2328 Police Systems and Practices 3
CRIJ 1313 Juvenile Justice System or CRIJ 2314 Criminal Investigation 3

STC Core Curriculum - 42 Credit Hours

Complete 42 credit hours of required Core Curriculum 42

Social/Behavioral Science 3
ANTH 2301 Physical Anthropology
ANTH 2302 Introduction to Archeology
ANTH 2346 General Anthropology
ANTH 2351 Cultural Anthropology
PSYC 2301 General Psychology
PSYC 2314 Lifespan Growth and Development

SOCJ 1301 Introductory Sociology
SOCJ 1306 Social Problems
SOCJ 2301 Marriage and the Family
SOCJ 2319 Minority Studies

Mathematics 3
MATH 1414 College Algebra
MATH 1442 Elementary Statistical Methods (or higher)

Total Credit Hours 60

1 In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86).

2 Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

3 The student must choose one of the following to fulfill the Social and Behavioral Science Core Requirement.

4 It is strongly recommended that Criminal Justice majors take MATH 1414 College Algebra, MATH 1442 Elementary Statistical Methods, or higher to fulfill the Mathematics component of the Core Curriculum.

TSI LIABLE

Recommended Course Sequence

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td><strong>First Semester</strong></td>
<td><strong>Credit Hours</strong></td>
</tr>
<tr>
<td>Criminal Justice Elective - Field of Study</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1301 or HIST 2327 United States History I or Mexican-American History I</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1301 Composition I</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 1301 Introduction to Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td><strong>Second Semester</strong></td>
<td><strong>Credit Hours</strong></td>
</tr>
<tr>
<td>HIST 1302 or HIST 2328 United States History II or Mexican-American History II</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1302 Composition II - Rhetoric</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2305 Federal Government</td>
<td>3</td>
</tr>
<tr>
<td>Criminal Justice Elective - Field of Study</td>
<td>3</td>
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<td><strong>Third Semester</strong></td>
<td><strong>Credit Hours</strong></td>
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<td>Speech Elective - Component Area Option - Core Curriculum</td>
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<td>Mathematics Elective - Core Curriculum (p. 86)</td>
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<td>Life and Physical Sciences Elective - Core Curriculum (p. 86)</td>
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<td><strong>Total Credit Hours</strong></td>
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</table>

1 Courses to be chosen from Field of Study

2 Strongly Recommended: MATH 1414 College Algebra, MATH 1442 Elementary Statistical Methods or higher

3 Refer to the Program Requirements tab for Social and Behavioral Science Elective options.
Education

4-8 Generalist

Associate of Arts in Teaching

• 4-8 Generalist

1 It is strongly recommended that students contact the Education department for specific degree plans aimed at transfer to UTRGV, TAMUK, and other universities.

The Associate of Arts in Teaching (AAT) introduces students to the teaching profession. Students may choose between Elementary, Middle School, and High School Education curricula tracks.

All three degrees require a minimum of 60 credit hours of coursework including 42 credit hours of recommended courses from the core curriculum and a minimum of 18 credit hours in the field of study.

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TSI LIABLE

Field of Study - 18-20 Credit Hours

EDUC 1301 Introduction to the Teaching Profession 3
EDUC 2301 Introduction to Special Populations 3
MATH 1350 Mathematics for Teachers I 3
MATH 1351 Mathematics for Teachers II 3

Life and Physical Sciences Electives - Field of Study 6-8

STC Core Curriculum - 42 Credit Hours

Complete 42 credit hours of required Core Curriculum 42

Total Credit Hours 60-62

1 In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86). These courses must not duplicate courses taken to fulfill field of study requirements.

2 Students who select a 3 credit hour Mathematics course must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI LIABLE

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<td>HIST 1301</td>
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<td>Life and Physical Sciences Elective - Core Curriculum (p. 86)</td>
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<td>EDUC 2301</td>
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<td>Mathematics Elective - Core Curriculum (p. 86)</td>
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<td>MATH 1414</td>
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<tr>
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172 Education
Component Area Option - Core Curriculum

(if required) (p. 88)

<table>
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<th>Credit Hours</th>
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<td>Total Credit Hours</td>
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TSI LIABLE

Field of Study - 18-20 Credit Hours
EDUC 1301 Introduction to the Teaching Profession 3
EDUC 2301 Introduction to Special Populations 3
MATH 1350 Mathematics for Teachers I 3
MATH 1351 Mathematics for Teachers II 3
Life and Physical Sciences Electives - Field of Study 6-8
STC Core Curriculum - 42 Credit Hours
Complete 42 credit hours of required Core Curriculum 42
Total Credit Hours 60-62

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TSI LIABLE

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Grades 8-12

Associate of Arts in Teaching

- Grades 8-12

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TSCI LIABLE

Field of Study - 18 Credit Hours

EDUC 1301 Introduction to the Teaching Profession 3
EDUC 2301 Introduction to Special Populations 3
Select 4 electives from their intended content area teaching field/academic discipline 12

STC Core Curriculum - 42 Credit Hours

Complete 42 credit hours of required Core Curriculum 42

Total Credit Hours 60

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TSCI LIABLE

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Component Area Option - Core Curriculum (p. 88)

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<td>HIST 1301</td>
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<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
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Credit Hours 12

Second Semester

EDUC 2301 Introduction to Special Populations 3
HIST 1302 United States History II 3
ENGL 1302 Composition II - Rhetoric 3
Mathematics Elective - Core Curriculum (p. 86) 3-4

Credit Hours 13

Third Semester

Creative Arts Elective - Core Curriculum (p. 87) 3
Language, Philosophy & Culture Elective - Core Curriculum (p. 87) 3
Content Area Elective - Field of Study 3

Credit Hours 9

Fourth Semester

Life and Physical Sciences Elective - Field of Study 4
GOVT 2305 Federal Government 3
Social and Behavioral Sciences Elective - Core Curriculum (p. 87) 3
Content Area Elective - Field of Study 3

Credit Hours 13

Fifth Semester

Life and Physical Sciences Elective - Field of Study 4
GOVT 2306 Texas Government 3
Content Area Elective - Field of Study 3
Content Area Elective - Field of Study 3
Component Area Option - Core Curriculum (if required) (p. 88) 1

Credit Hours 13

Total Credit Hours 60 Credit Hours

1 Students must meet with an Education advisor prior to registering for one of these courses.
Kinesiology

Associate of Arts

The philosophy of the Kinesiology Program encourages student participation in a variety of activities, especially those involving new skills. The Kinesiology Program emphasizes individual sports and fitness that have carry-over value beyond the student's school years.

The department offers a variety of academic, distance learning, and physical activity laboratory courses in the areas of physical education pedagogy (teaching), fitness, health education, and specialized certification courses. Activity courses are designed for beginners, unless otherwise described.

The vast majority of Kinesiology lecture courses are transferable toward a B.S. degree in Kinesiology at UTRGV and other institutions. Additionally, the department offers a diverse range of physical activity laboratory courses (individual and team sports), which fulfill the required kinesiology physical activity credits for a four-year degree and promotes life-long learning. In addition, students with disabilities participate in physical education and the Kinesiology Department in conjunction with ADA can arrange for an adapted program or advise the student for course selection. Students with disabilities who wish to have the physical education requirement waived must meet with the program chair.

NOTE: Physical Education Special Activity Fee approved for the 2017-2018 calendar is $55.00 per course.

Physical Activities

KINE 1100 Fitness Walking 1
KINE 1101 Fitness and Motor Development I 1
KINE 1103 Weight Training and Conditioning I 1
KINE 1104 Weight Training and Conditioning II 1
KINE 1105 Badminton 1
KINE 1107 Basketball I 1
KINE 1109 Bowling I 1
KINE 1110 Bowling II 1
KINE 1111 Flag Football I 1
KINE 1113 Golf I 1
KINE 1114 Golf II 1
KINE 1115 Karate I 1
KINE 1116 Karate II 1
KINE 1119 Racquetball I 1
KINE 1120 Racquetball II 1
KINE 1121 Soccer I 1
KINE 1123 Softball I 1
KINE 1125 Swimming I 1
KINE 1126 Swimming II 1
KINE 1127 Tennis I 1
KINE 1128 Tennis II 1
KINE 1129 Volleyball I 1
KINE 1131 Yoga and Flexibility Training 1
KINE 1132 Self Defense and Personal Safety 1
KINE 1133 Outdoor Adventure Training 1
KINE 1149 Team Sports I 1
KINE 1150 Team Sports II 1
KINE 1210 Aerobic Dance I 2
KINE 1211 Aerobic Dance II 2

KINE 1249 Ballet Folklorico I 2
KINE 1250 Ballet Folklorico II 2
KINE 2249 Ballet Folklorico III 2
KINE 2250 Ballet Folklorico IV 2

Dance, Performing Arts

DANC 1241 Ballet I 2

Lecture Courses

DANC 2303 Dance Appreciation 3
KINE 1164 Introduction to Physical Fitness and Wellness 1
KINE 1301 Foundations of Kinesiology 3
KINE 1304 Personal/Community Health I 3
KINE 1306 First Aid 3
KINE 1308 Sports Officiating I 3
KINE 1321 Coaching/Sports/ Athletics I 3
KINE 1331 Physical Education for Elementary Education Majors 3
KINE 1336 Introduction to Recreation I 3
KINE 1338 Concepts of Physical Fitness 3
KINE 1346 Drug Use & Abuse 3

TSI LIABLE

Field of Study - 18 credit hours

KINE 1125 Swimming I 1
KINE 1301 Foundations of Kinesiology 3
KINE 1306 First Aid 3
KINE 1338 Concepts of Physical Fitness 3

Select three of the following: 3

KINE 1107 Basketball I
KINE 1111 Flag Football I
KINE 1121 Soccer I
KINE 1129 Volleyball I
KINE 1123 Softball I

Select two of the following: 2

KINE 1103 Weight Training and Conditioning I
KINE 1105 Badminton
KINE 1109 Bowling I
KINE 1113 Golf I
KINE 1115 Karate I
KINE 1116 Karate II
KINE 1119 Racquetball I
KINE 1120 Racquetball II
KINE 1121 Soccer I
KINE 1123 Softball I
KINE 1125 Swimming I
KINE 1126 Swimming II
KINE 1127 Tennis I
KINE 1128 Tennis II
KINE 1129 Volleyball I

Area 3: Outdoor Education

KINE 1336 Introduction to Recreation I 3

STC Core Curriculum - 42 credit hours

Complete 42 credit hours of required Core Curriculum including the following: 1,2

Life and Physical Sciences

BIOL 2401 Anatomy and Physiology I
BIOL 2402 Anatomy and Physiology II

Total Credit Hours 60

1 In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86).
Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

## TSI LIABLE

### Recommended Course Sequence

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Semester</strong></td>
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</tr>
<tr>
<td>COSC 1301</td>
<td>Introduction to Computing (or Speech Elective-Component Area Option-Core Curriculum)</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1301 or HIST 2327</td>
<td>United States History I or Mexican-American History I</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
</tr>
<tr>
<td>KINE 1301</td>
<td>Foundations of Kinesiology</td>
<td>3</td>
</tr>
<tr>
<td>Kinesiology Elective Area 1 - Field of Study</td>
<td>+1</td>
<td>1</td>
</tr>
<tr>
<td>KINE 1107</td>
<td>Basketball I</td>
<td></td>
</tr>
<tr>
<td>KINE 1111</td>
<td>Flag Football I</td>
<td></td>
</tr>
<tr>
<td>KINE 1121</td>
<td>Soccer I</td>
<td></td>
</tr>
<tr>
<td>KINE 1129</td>
<td>Volleyball I</td>
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</tr>
<tr>
<td>KINE 1123</td>
<td>Softball I</td>
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<tr>
<td><strong>Second Semester</strong></td>
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<tr>
<td>KINE 1306</td>
<td>First Aid</td>
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<tr>
<td>HIST 1302 or HIST 2328</td>
<td>United States History II or Mexican-American History II</td>
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<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
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<tr>
<td>GOVT 2305</td>
<td>Federal Government</td>
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<td>Weight Training and Conditioning I</td>
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<td>KINE 1105</td>
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<tr>
<td>KINE 1109</td>
<td>Bowling I</td>
<td></td>
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<tr>
<td>KINE 1113</td>
<td>Golf I</td>
<td></td>
</tr>
<tr>
<td>KINE 1115</td>
<td>Karate I</td>
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<tr>
<td>KINE 1119</td>
<td>Racquetball I</td>
<td></td>
</tr>
<tr>
<td>KINE 1127</td>
<td>Tennis I</td>
<td></td>
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<tr>
<td><strong>Third Semester</strong></td>
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<tr>
<td>Creative Arts Elective - Core Curriculum</td>
<td>(p. 87)</td>
<td>3</td>
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<tr>
<td>Language, Philosophy &amp; Culture Elective - Core Curriculum</td>
<td>(p. 87)</td>
<td>3</td>
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<td><strong>Fourth Semester</strong></td>
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<tr>
<td>Mathematics Elective - Core Curriculum</td>
<td>(p. 86)</td>
<td>3-4</td>
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<td>BIOL 2401</td>
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<td>KINE 1338</td>
<td>Concepts of Physical Fitness</td>
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<td>KINE 1125</td>
<td>Swimming I</td>
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<td>KINE 1103</td>
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<td>KINE 1105</td>
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<td>KINE 1127</td>
<td>Tennis I</td>
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<tr>
<td>Kinesiology Elective Area 1 - Field of Study</td>
<td>+1</td>
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<td>KINE 1129</td>
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<td><strong>Fifth Semester</strong></td>
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<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
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<td>BIOL 2402</td>
<td>Anatomy and Physiology II</td>
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<td>Social and Behavioral Sciences Elective - Core Curriculum</td>
<td>(p. 87)</td>
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<tr>
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<tr>
<td>KINE 1123</td>
<td>Softball I</td>
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</tr>
<tr>
<td>Component Area Option - Core Curriculum (if required)</td>
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<td><strong>Total Credit Hours</strong></td>
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<td>60 Credit Hours</td>
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1 Courses to be chosen for Field of Study
The Associate of Arts degree with a field of study in Political Science is designated for students planning to transfer to a baccalaureate degree program in Political Sciences or related fields at four-year institutions. The curriculum includes general academic courses and electives that enable students who intend to major in Political Science, Public Affairs, or Public Administration to transfer to four-year institutions. The Political Science program has a foreign language requirement attached to it that will complete most four-year institution requirements. A degree in Political Science prepares students for a wide array of career options. These include public administrator, diplomatic corps member, elected official, legislative aide, policy analyst, journalist, lawyer, lobbyist, public opinion surveyor and college professor.

**TSI LIABLE**

### Field of Study - 18-21 credit hours

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<thead>
<tr>
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<th>Title</th>
<th>Credit Hours</th>
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<td>Introduction to Political Science</td>
<td>3</td>
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<td>GOVT 2311</td>
<td>Mexican American Politics</td>
<td>3</td>
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<tr>
<td>GOVT 2389</td>
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Select one of the following: 1

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<tr>
<td>HIST 2321</td>
<td>World Civilizations</td>
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<td>HIST 2322</td>
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<td>ECON 2301</td>
<td>Principles of Economics I - Macro</td>
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</tr>
<tr>
<td>PSYC 1300</td>
<td>Learning Framework</td>
<td>3</td>
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<tr>
<td>PSYC 2317</td>
<td>Statistical Methods in Psychology</td>
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<tr>
<td>MATH 1442</td>
<td>Elementary Statistical Methods</td>
<td>3</td>
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**STC Core Curriculum - 42 credit hours**

Complete 42 credit hours of required Core Curriculum including the following: 2

#### Mathematics

Select one of the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
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<td>Elementary Statistical Methods</td>
<td>3</td>
</tr>
<tr>
<td>MATH 2412</td>
<td>Pre-Calculus Math</td>
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</table>

**Language, Philosophy & Culture**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
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<td>Introduction to Social and Political Philosophy</td>
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**Total Credit Hours**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>HIST 1301</td>
<td>United States History I</td>
<td>3</td>
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<td>ENGL 1301</td>
<td>Composition I</td>
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### Second Semester

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<td>United States History II</td>
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<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
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Select one of the following: 4

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<tr>
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<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
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<td>MATH 1414</td>
<td>College Algebra</td>
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</tr>
<tr>
<td>MATH 1442</td>
<td>Elementary Statistical Methods</td>
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</tr>
<tr>
<td>MATH 2412</td>
<td>Pre-Calculus Math</td>
<td>3</td>
</tr>
<tr>
<td>MATH 2413</td>
<td>Calculus I</td>
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### Third Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>GOVT 2304</td>
<td>Introduction to Political Science</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2311</td>
<td>Mexican American Politics</td>
<td>3</td>
</tr>
</tbody>
</table>

**STC Core Curriculum - 42 credit hours**

Complete 42 credit hours of required Core Curriculum including the following: 2

#### Mathematics

Select one of the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
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<td>3</td>
</tr>
<tr>
<td>MATH 1442</td>
<td>Elementary Statistical Methods</td>
<td>3</td>
</tr>
<tr>
<td>MATH 2412</td>
<td>Pre-Calculus Math</td>
<td>3</td>
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</tbody>
</table>

**Language, Philosophy & Culture**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHIL 2307</td>
<td>Introduction to Social and Political Philosophy</td>
<td>3</td>
</tr>
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**Total Credit Hours**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>HIST 1301</td>
<td>United States History I</td>
<td>3</td>
</tr>
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<td>ENGL 1301</td>
<td>Composition I</td>
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### Fourth Semester

<table>
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<th>Course</th>
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<tbody>
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<td>HIST 1302</td>
<td>United States History II</td>
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</tr>
<tr>
<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
<td>3</td>
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Select one of the following: 4

<table>
<thead>
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<tbody>
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</tbody>
</table>

**STC Core Curriculum - 42 credit hours**

Complete 42 credit hours of required Core Curriculum including the following: 2

#### Mathematics

Select one of the following:

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</table>

**Language, Philosophy & Culture**

<table>
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<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>PHIL 2307</td>
<td>Introduction to Social and Political Philosophy</td>
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**Total Credit Hours**

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<tbody>
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<td>ENGL 1301</td>
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### Fifth Semester

<table>
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<td>PHIL 2307</td>
<td>Introduction to Social and Political Philosophy</td>
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</tr>
<tr>
<td>GOVT 2389</td>
<td>Academic Cooperative</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2389</td>
<td>Mexican American Politics</td>
<td>3</td>
</tr>
</tbody>
</table>

**STC Core Curriculum - 42 credit hours**

Complete 42 credit hours of required Core Curriculum including the following: 2

#### Mathematics

Select one of the following:

<table>
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<tr>
<th>Course</th>
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**Language, Philosophy & Culture**

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<thead>
<tr>
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<tbody>
<tr>
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</table>

**Total Credit Hours**

<table>
<thead>
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<th>Title</th>
<th>Credit Hours</th>
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<tr>
<td>HIST 1301</td>
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<td>ENGL 1301</td>
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### Sixth Semester

<table>
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<td>PHIL 2307</td>
<td>Introduction to Social and Political Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2389</td>
<td>Academic Cooperative</td>
<td>3</td>
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<td>GOVT 2389</td>
<td>Mexican American Politics</td>
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**STC Core Curriculum - 42 credit hours**

Complete 42 credit hours of required Core Curriculum including the following: 2

#### Mathematics

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<tbody>
<tr>
<td>PHIL 2307</td>
<td>Introduction to Social and Political Philosophy</td>
<td>3</td>
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</tbody>
</table>

**Total Credit Hours**

1. Students planning to transfer to a four-year institution should take ECON 2301 Principles of Economics I - Macro, as this class is required for a Bachelor’s degree in Political Science at both UTRGV and TAMUK.

2. Courses to be chosen from Field of Study.

---

1. Courses to be chosen from Field of Study. Students planning to transfer to a four-year institution should take ECON 2301 Principles of Economics I - Macro, as this class is required for a Bachelor’s degree in Political Science at both UTRGV and TAMUK.

2. Courses to be chosen from Field of Study.
Psychological Science

Associate of Arts

Psychology is the scientific study of the mind and human behavior. The Department of Psychological Science provides students with scientific knowledge related to human behavior and mental processes to include neuroscience, sensation and perception, memory, cognition, language, intelligence, consciousness, developmental psychology, personality, psychological disorders, therapy, statistics, and human sexuality. It is our department's vision to provide students with critical thinking skills, knowledge, and motivation to foster personal growth, adopt a scientific attitude, and become lifelong learners.

The Department of Psychological Science (http://lass.southtexascollege.edu/psychology/) at South Texas College offers students the opportunity to obtain an Associates of Arts (A.A.) in Psychology. The degree requirements for all students include completion of core curriculum and field of study courses. The program encourages students to become familiar with the different fields of Psychology, which will enable them to make an informed decision on how to continue their academic and professional careers. This degree is an excellent transfer program since the core curriculum parallels the first two years of most four-year psychology degrees.

TSI LIABLE

Field of Study - 18 credit hours ¹

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
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<td>PSYC 2314</td>
<td>Lifespan Growth and Development</td>
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<tr>
<td>PSYC 2315</td>
<td>Psychology of Adjustment</td>
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<tr>
<td>PSYC 2317</td>
<td>Statistical Methods in Psychology</td>
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Select a minimum of two of the following:

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<td>PSYC 2306</td>
<td>Human Sexuality</td>
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<tr>
<td>PSYC 2307</td>
<td>Adolescent Psychology</td>
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STC Core Curriculum - 42 credit hours

Complete 42 credit hours of required Core Curriculum including the following: ² ³

<table>
<thead>
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<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>GOVT 2305</td>
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<td>Lifespan Growth and Development</td>
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Total Credit Hours 60

¹ Courses to be chosen from Field of Study

TSI LIABLE

Recommended Course Sequence

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Second Semester

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<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
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<td>Psychology of Adjustment</td>
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Third Semester

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<td>PSYC 2317</td>
<td>Statistical Methods in Psychology</td>
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<td>Component Area Option - Core Curriculum (if required) (p. 88)</td>
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Total Credit Hours 13

¹ Courses taken to fulfill field of study requirements must not duplicate courses taken to fulfill Core Curriculum Requirements.
² In addition to the courses in the Social Sciences Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86).
³ Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.
The Associates of Applied Science degree in Public Administration program is designed to provide students with the knowledge and skills necessary for employment in the public sector and not-for-profit programs. A degree in Public Administration prepares students for careers in local, state and federal administration and management, budget and fiscal analysis, nonprofit management, criminal justice, policy development and community and economic development. Potential careers include:

- Assessor
- City and Regional Planning Aide
- Court Clerk
- Administrative Services Manager
- Municipal Clerk
- City Manager
- Utilities Management

The program will enable students to understand the political, legal, ethical and social context of public administration with respect to pertinent processes and theories; to achieve proficiency in understanding and developing positive organizational behavior; and to develop the ability to apply appropriate methodologies to solve important problems and issues.

Coursework for this program includes such areas as public sector management, budgeting, ethics and supervision. The program includes a three credit hour practicum designed to give the student real-world experience related to the area of their career interest.

Richard M. Hinojosa, City Manager, Edinburg, TX
Mike Perez, City Manager, Weslaco, TX
Roy Rodriguez, City Manager, McAllen, TX
Juan Guerra, City Manager, Pharr, TX
Dr. Terence M. Garrett, Professor for the Department of Government, UTRGV
Diana Almaguer, Executive Director, CASA of Hidalgo County, Inc.
Nadia Ochoa, Executive Director, Palmer Drug Abuse Program

**TSI LIABLE**

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<tr>
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<td>ENGL 1301</td>
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<tr>
<td>MATH 1332</td>
<td>Contemporary Mathematics 1</td>
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<td>SPCH 1321</td>
<td>Business and Professional Communication 1</td>
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<td>GOVT 2306</td>
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<td>PBAD 1341</td>
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1 Identifies courses to fulfill minimum 15 credit hour General Education requirement
Social Work

Associate of Arts

Social work is a profession devoted to helping people function the best they can in their environment. Social workers act as advocates for children and families in need, victims of domestic violence, people with disabilities, pregnant teenagers, and many other diverse populations. Social workers provide advice, advocacy, and support to those who have personal and social problems. Social Workers also work in the community to promote social justice.

The Associate of Arts (A.A.) in Social Work is an excellent transfer program since the core curriculum parallels the first two years of most four-year social science degrees. After completion of this degree, the student will be prepared to work in a variety of public and private social service settings including programs in schools and hospitals, juvenile detention and residential facilities, crisis centers, information and referral programs, hospices, employee assistance programs, nursing homes, home health agencies and adult day care centers.

TSI LIABLE

Field of Study - 18 credit hours

Social Work Concentration

SOCW 2361 Introduction to Social Work 3
SOCW 2362 Social Welfare as a Social Institution 3
PSYC 2301 General Psychology 3
SOCI 1301 Introductory Sociology 3
PSYC 2317 Statistical Methods in Psychology 3
SOCI 1306 Social Problems 3

STC Core Curriculum - 42 credit hours

Complete 42 credit hours of required Core Curriculum including the following: 2,3

Social/Behavioral Sciences

SOCI 2301 Marriage and the Family 3

Total Credit Hours 60

1. Courses taken to fulfill field of study requirements must not duplicate courses taken to fulfill Core Curriculum Requirements.

2. In addition to the courses in the Social Sciences Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86).

3. Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI LIABLE

Recommended Course Sequence

<table>
<thead>
<tr>
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<td>or HIST 2328</td>
<td>or Mexican-American History I</td>
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<td>SOCI 1306</td>
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<td>SOCW 2361</td>
<td>Introduction to Social Work</td>
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<td>or HIST 2328</td>
<td>or Mexican-American History II</td>
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<td>ENGL 1302</td>
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182 Social Work
Sociology

Associate of Arts

Sociology is the study of social life, social change, and the social causes and consequences of human behavior. Sociologists investigate the structure of groups, organizations, and societies, and how people interact within these contexts. Sociologists study how deviance, crime, marriage, family, politics, education, race, gender, and religion affect individuals.

The subject matter of sociology ranges from the intimate family to the hostile mob; from organized crime to religious cults; from the divisions of race, gender, and social class to the shared beliefs of a common culture; and from the sociology of work to the sociology of sports. In fact, few fields have such broad scope and relevance for research, theory, and application of knowledge.

Sociology is an excellent transfer program. Since the study of Sociology covers the basic structures of human society with its cultures and stratifications, it is a popular major among those who want to enter career fields that address social change and social support. Examples include: human resources, human services, public relations, government agencies, and any other institution that requires knowledge of social science research.

TSI LIABLE

Field of Study - 18 credit hours

<table>
<thead>
<tr>
<th>Sociology Concentration</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>SOCI 1301 Introductory Sociology</td>
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<tr>
<td>SOCI 1306 Social Problems</td>
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<tr>
<td>SOCI 2301 Marriage and the Family</td>
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<tr>
<td>SOCI 2319 Minority Studies</td>
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<tr>
<td>ANTH 2301 Physical Anthropology</td>
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<td>ANTH 2351 Cultural Anthropology</td>
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<td>CRJ 1301 Introduction to Criminal Justice</td>
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<td>CRJ 1313 Juvenile Justice System</td>
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<td>HUMA 1305 Introduction to Mexican-American Studies</td>
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<td>HUMA 2323 World Cultures</td>
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<td>PSYC 2314 Lifespan Growth and Development</td>
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STC Core Curriculum - 42 credit hours

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| Total Credit Hours | 60 |

1 Course to be chosen from the Field of Study

2 In addition to the courses in the Social Sciences Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86).

3 Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.
Division of Math, Science and Bachelor Programs

Biology (p. 185)
• Biology, Field of Study (Associate of Science) (p. 185)

Chemistry (p. 186)
• Chemistry, Field of Study (Associate of Science) (p. 186)

Computer Science
• Computer Information Systems, Field of Study (Associate of Science) (p. 188)
• Computer Science, Field of Study (Associate of Science) (p. 190)

Engineering (p. 191)
• Engineering, Field of Study (Associate of Science) (p. 191)

Interdisciplinary Studies (p. 193)
• Interdisciplinary Studies, Field of Study (Associate of Science) (p. 193)

Mathematics (p. 194)
• Mathematics, Field of Study (Associate of Science) (p. 194)

Physics (p. 195)
• Physics, Field of Study (Associate of Science) (p. 195)

Pre-Pharmacy (p. 197)
• Pre-Pharmacy, Field of Study (Associate of Science) (p. 197)

Bachelor Programs (p. 91)
**Biology**

**Associate of Science**

The Associate of Science Degree with a field of study in Biology offers students the opportunity to take a core curriculum of general education courses with an emphasis in Biology.

Many exciting career opportunities are available in the biological sciences. Students should bear in mind that many of the career areas listed require training beyond the Associate of Science degree and some will require a post graduate degree.

- Agriculture
- Biotechnology
- Dentistry
- Dietary Research
- Environmental Science
- Forensic Science
- Genetic Engineering
- Health Sciences
- Marine Science
- Medicine
- Medical Research
- Microbiological Research
- Molecular Biology
- Pharmacology
- Physical Therapy
- Science Education
- Toxicology
- Veterinary Science
- Wildlife Biology

**TSI LIABLE**

**Field of Study - 18 credit hours**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<td>Biology for Science Majors I</td>
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<td>BIOL 1407</td>
<td>Biology for Science Majors II</td>
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<td>BIOL 2401</td>
<td>Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 2421</td>
<td>Microbiology for Science Majors I</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 2423</td>
<td>Organic Chemistry I</td>
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</table>

**STC Core Curriculum - 42 credit hours**

Complete 42 credit hours of required Core Curriculum including the following:

- Life and Physical Sciences
  - CHEM 1411 General Chemistry I
  - CHEM 1412 General Chemistry II
- Mathematics
  - MATH 1414 College Algebra (or higher)
- Component Area Option
  - KINE 1164 Introduction to Physical Fitness and Wellness (Recommended)

**Total Credit Hours** 60

2 In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86).

**Recommended Course Sequence**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
</table>
| First Semester
  - ENGL 1301 | Composition I                            | 3            |
  - MATH 1414 | College Algebra                           | 4            |
  - MATH 2412 | Pre-Calculus Math                         |              |
  - MATH 2413 | Calculus I (Required for U-Teach students only) |            |
  - BIOL 1406 | Biology for Science Majors I              | 4            |
  - CHEM 1411 | General Chemistry I                       | 4            |
  - BIOL 1407 | Biology for Science Majors II             | 4            |
| Second Semester
  - ENGL 1302 | Composition II - Rhetoric                 | 3            |
  - CHEM 1411 | General Chemistry I                       | 4            |
  - BIOL 1407 | Biology for Science Majors II             | 4            |
| Third Semester
  - Social and Behavioral Sciences Elective - Core Curriculum (p. 87) | 3 |
  - KINE 1164 | Introduction to Physical Fitness and Wellness (Recommended) | 14 |
| Fourth Semester
  - HIST 1301 or HIST 2327 | United States History I or Mexican-American History I | 3 |
  - GOVT 2305 | Federal Government                        | 3            |
  - CHEM 1412 | General Chemistry II                      | 4            |
  - BIOL 2401 | Anatomy and Physiology I                  | 4            |
| Fifth Semester
  - HIST 1302 or HIST 2328 | United States History II or Mexican-American History II | 3 |
  - GOVT 2306 | Texas Government                          | 3            |
  - BIOL 2421 | Microbiology for Science Majors I         | 4            |
  - CHEM 2423 | Organic Chemistry I                        | 4            |

**Total Credit Hours** 60

1 For BIOL 2421 Microbiology for Science Majors and CHEM 2423 Organic Chemistry I, 3 credit hours are scheduled for field of study and 1 credit hour is scheduled to meet the general core education requirements (Component Area Option).
**Recommended Course Sequence**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Semester</strong></td>
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</tr>
<tr>
<td>CHEM 1411 General Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>ENGL 1301 Composition I</td>
<td>3</td>
</tr>
<tr>
<td>MATH 2413 Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 87)</td>
<td>3</td>
</tr>
<tr>
<td><strong>Second Semester</strong></td>
<td></td>
</tr>
<tr>
<td>CHEM 1412 General Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>HIST 1301 or HIST 2327 United States History I or Mexican-American History I</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1302 Composition II - Rhetoric</td>
<td>3</td>
</tr>
<tr>
<td>Creative Arts Elective - Core Curriculum (p. 87)</td>
<td>3</td>
</tr>
<tr>
<td>Component Area Option - Core Curriculum (p. 88)</td>
<td>1-4</td>
</tr>
<tr>
<td><strong>Third Semester</strong></td>
<td></td>
</tr>
<tr>
<td>MATH 2414 Calculus II</td>
<td>4</td>
</tr>
<tr>
<td><strong>Fourth Semester</strong></td>
<td></td>
</tr>
<tr>
<td>CHEM 2423 Organic Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>GOVT 2305 Federal Government</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1302 or HIST 2328 United States History II or Mexican-American History II</td>
<td>3</td>
</tr>
<tr>
<td>Select one of the following:</td>
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<tr>
<td>PHYS 1401 College Physics I</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 2425 University Physics I</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 1406 Biology for Science Majors I (Pre-Med majors only)</td>
<td>4</td>
</tr>
<tr>
<td><strong>Fifth Semester</strong></td>
<td></td>
</tr>
<tr>
<td>CHEM 2425 Organic Chemistry II</td>
<td>4</td>
</tr>
</tbody>
</table>

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**Chemistry**

**Associate of Science**

The Associate of Science degree with a field of study in Chemistry offers students the opportunity to take a core curriculum of general education with an emphasis in Chemistry.

Chemistry students have a wide choice of careers in many different scientific and technical fields. The student should bear in mind that many of the career areas will require training beyond the Associate of Science degree and in some cases a post-graduate degree:

Career fields available to Chemistry students:

- Biochemistry
- Chemical Engineering
- Civil Engineering
- Education, secondary and post-secondary
- Environmental Science
- Forensic Science
- Medical Technology
- Mineral Processing
- Molecular Biology
- Oil Refining
- Petroleum Engineering
- Pharmacy
- Plastics Manufacturing
- Water Treatment

This listing closely parallels the first two years of education that one would receive at most universities. Upon completion of this sequence, many students transfer to obtain a degree in one of the various chemistry fields. However, students intending to transfer should be aware of the transfer institution’s requirements.

Entering students, please note that the first semester suggests MATH 2413 Calculus I. Students with a score of 380+ on the math portion of the TSI Exam may test-out of MATH 2412 Pre-Calculus Math and enroll directly into MATH 2413 Calculus I after taking and passing the Calculus I Placement Exam provided by the Mathematics Department. Students who qualify and elect this option must contact and make arrangements with the Mathematics Department at 956-872-8327 no later than two (2) weeks prior to the start of the semester the students intends to enroll.

Students with an SAT score of 560+ (SAT II Math Level 1), 520+ (SAT II Math Level 2) or an ACT score of 28+ may also enroll directly into MATH 2413 Calculus I. Otherwise, it is recommended that students take the prerequisite MATH 2412 Pre-Calculus Math the summer prior to the start of the fall semester. Enrollment in MATH 2412 Pre-Calculus Math requires a prerequisite of MATH 1414 College Algebra or ACT scores of 25-27, SAT II Math Level I scores of 520-559, or SAT II Math Level 2 scores of 500-519.

For questions regarding this major, please contact the program advisors:

- Dr. Enriqueta Cortez, Department Chair 956-872-2502
- Dr. Ludivina Avila, Chemistry Instructor 956-872-3511
- Dr. Ivan Camara, Math and Science Student Success Specialist 956-872-6786

---

**Recommended Course Sequence**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Field of Study - 18 credit hours</strong></td>
<td></td>
</tr>
<tr>
<td>CHEM 1411 General Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 1412 General Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 2423 Organic Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 2425 Organic Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>MATH 2414 Calculus II</td>
<td>4</td>
</tr>
<tr>
<td><strong>STC Core Curriculum - 42 credit hours</strong></td>
<td>42</td>
</tr>
<tr>
<td>Complete 42 credit hours of required Core Curriculum including the following:</td>
<td></td>
</tr>
<tr>
<td><strong>Life and Physical Sciences</strong></td>
<td></td>
</tr>
<tr>
<td>PHYS 1401 College Physics I &amp; PHYS 140 College Physics II</td>
<td></td>
</tr>
<tr>
<td>or PHYS University Physics I &amp; PHYS 1 University Physics II</td>
<td></td>
</tr>
<tr>
<td>BIOL 1406 Biology for Science &amp; BIOL 1407Majors I</td>
<td></td>
</tr>
<tr>
<td>and Biology for Science Majors II (only recommended for Pre-Med majors)</td>
<td></td>
</tr>
<tr>
<td><strong>Mathematics</strong></td>
<td></td>
</tr>
<tr>
<td>MATH 2413 Calculus I</td>
<td>60</td>
</tr>
<tr>
<td><strong>Total Credit Hours</strong></td>
<td>86</td>
</tr>
</tbody>
</table>

---

1 For CHEM 2423 Organic Chemistry I and CHEM 2425 Organic Chemistry II, 3 credit hours are scheduled for the field of study and 1 credit hour is scheduled to meet the general core curriculum requirements (Component Area Option).

2 In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86).
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
<td>3</td>
</tr>
<tr>
<td>PHYS 1402</td>
<td>College Physics II</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 2426</td>
<td>University Physics II</td>
<td></td>
</tr>
<tr>
<td>BIOL 1407</td>
<td>Biology for Science Majors II (Pre-Med majors only)</td>
<td></td>
</tr>
</tbody>
</table>

Credit Hours 14

Total Credit Hours 60 Credit Hours

1. CHEM 2423 Organic Chemistry I and CHEM 2425 Organic Chemistry II are combined lecture and lab courses with 3 credit hours of each course designated as field of study and one credit hour allocated to the institutional component area option.

2. College Physics or University Physics must be taken for a broad chemistry associate and chemical engineering majors. Pre-Med Majors are recommended to complete both the BIOL and PHYS sequences to meet program requirements and to prepare for MCAT.
Computer Science

Computer Information Systems

Associate of Science

This program is designed for students who plan to continue a Baccalaureate degree at South Texas College or to transfer to a four-year college or university to pursue a Baccalaureate degree in Computer Information Systems. It is also designed to prepare students for entry-level positions in the field of computer information systems. The curriculum of the computer information systems degree program focuses on computer programming, business and general education cores of studies. Students who wish to declare this transfer major should ask for program planning assistance from a Computer Information Systems program advisor. Transfer institutions vary in lower division (first two years of college) major department requirements. Meeting the South Texas College Associate of Science degree requirements does not automatically guarantee that all four-year colleges will accept each and every course toward their degree plan.

It is imperative that students work closely with STC departmental faculty and the four-year college faculty in determining transferability of courses.

Computer Information Systems Career Opportunities

The Bureau of Labor Statistics states that Computer and Information Technology occupations are projected to grow by 22 percent, adding 758,800 new jobs from 2010 to 2020. Companies are struggling to find competent talent to fulfill their needs.

Some disciplines under Computer Information Systems include the above mentioned as well as:

• Applications Programmers
• Computer Support Specialist
• Information Security Coordinator
• Network and Computer Systems Administrators
• Web Developers
• Database Administrators

The Computer Science Department prepares students for transfer to a four-year institution where they can specialize in such disciplines.

Students are assigned to an advisor in the department upon declaring a major in Computer Science and/or Computer Information Systems. Students should also consult their advisor for approval of academic matters such as choice of electives, course substitutions, course overloads, and adding and dropping courses.

TSI LIABLE

Field of Study - 18 credit hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>COSC 1301</td>
<td>Introduction to Computing</td>
<td>3</td>
</tr>
<tr>
<td>COSC 1315</td>
<td>Introduction to Computer Programming</td>
<td>3</td>
</tr>
<tr>
<td>COSC 1436</td>
<td>Programming Fundamentals I</td>
<td>4</td>
</tr>
<tr>
<td>COSC 1337</td>
<td>Programming Fundamentals II</td>
<td>3</td>
</tr>
<tr>
<td>COSC 1320</td>
<td>C Programming</td>
<td>3</td>
</tr>
</tbody>
</table>

ACCT 2401 Principles of Financial Accounting 4

STC Core Curriculum - 42 credit hours

Complete 42 credit hours of required Core Curriculum including the following:

Social/Behavioral Science

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 2301</td>
<td>Principles of Economics I - Macro</td>
<td></td>
</tr>
</tbody>
</table>

Mathematics

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 1414</td>
<td>College Algebra (or higher)</td>
<td></td>
</tr>
</tbody>
</table>

Language, Philosophy & Culture Elective

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHIL 2303</td>
<td>Introduction to Logic (Recommended)</td>
<td></td>
</tr>
</tbody>
</table>

Total Credit Hours 60

1 For COSC 1301, 1 credit hour is scheduled for the field of study and 2 credit hours are scheduled to meet the general core curriculum requirements (Component Area Option).

2 In addition to the Field of Study and the Business Foundation hours, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86).

Recommended Course Sequence

Course Title Credit Hours
First Semester
HIST 1301 or HIST 2327 United States History I or Mexican-American History I 3
ENGL 1301 Composition I 3
COSC 1301 Introduction to Computing 3
Select one of the following:
MATH 1414 College Algebra 4

Second Semester
HIST 1302 or HIST 2328 United States History II or Mexican-American History II 3
ENGL 1302 Composition II - Rhetoric 3
COSC 1315 Introduction to Computer Programming 3

Third Semester
Creative Arts Elective - Core Curriculum (p. 87) 3
Language, Philosophy & Culture Elective - Core Curriculum (p. 87) 3
PHIL 2303 Introduction to Logic (Recommended) 3

Fourth Semester
GOVT 2305 Federal Government 3
ACCT 2401 Principles of Financial Accounting 4
Life and Physical Sciences Elective - Core Curriculum (p. 86) 4
COSC 1436 Programming Fundamentals I 4

Fifth Semester
ECON 2301 Principles of Economics I - Macro 3
GOVT 2306 Texas Government 3
COSC 1320 C Programming 3
COSC 1337 Programming Fundamentals II 3

TSI LIABLE

Field of Study - 18 credit hours

COSC 1301 Introduction to Computing 3
COSC 1315 Introduction to Computer Programming 3
COSC 1436 Programming Fundamentals I 4
COSC 1337 Programming Fundamentals II 3
COSC 1320 C Programming 3

ACCT 2401 Principles of Financial Accounting 4

STC Core Curriculum - 42 credit hours

Complete 42 credit hours of required Core Curriculum including the following:

Social/Behavioral Science

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Mathematics

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</table>

Language, Philosophy & Culture Elective

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHIL 2303</td>
<td>Introduction to Logic (Recommended)</td>
<td></td>
</tr>
</tbody>
</table>

Total Credit Hours 60

1 For COSC 1301, 1 credit hour is scheduled for the field of study and 2 credit hours are scheduled to meet the general core curriculum requirements (Component Area Option).

2 In addition to the Field of Study and the Business Foundation hours, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86).
<table>
<thead>
<tr>
<th>Component Area Option - Core Curriculum</th>
<th>1</th>
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<tbody>
<tr>
<td>Credit Hours</td>
<td>13</td>
</tr>
<tr>
<td>Total Credit Hours</td>
<td>60 Credit Hours</td>
</tr>
</tbody>
</table>

1 COSC 1301 Introduction to Computing allocates 1 credit hour for the field of study and 2 credit hours for the institutional component area option.
Computer Science

Associate of Science

This program is designed for students who plan to continue a Baccalaureate degree at South Texas College or to transfer to a four-year college or university to pursue a Baccalaureate degree in Computer Software Engineering and/or Computer Science. It is also designed to prepare students for entry-level positions in the field of computer science. The curriculum of the computer science degree program focuses on computer programming and general education cores of studies. Students who wish to declare this transfer major should ask for program planning assistance from a Computer Science program advisor. Transfer institutions vary in lower division (first two years of college) major department requirements. Meeting the South Texas College Associate of Science degree requirements does not automatically guarantee that all four-year colleges will accept each and every course toward their degree plan.

It is imperative that students work closely with South Texas College departmental faculty and the four-year college faculty in determining transferability of courses.

Computer Science Career Opportunities

The Bureau of Labor Statistics states that Computer and Information Technology occupations are projected to grow by 22 percent, adding 758,800 new jobs from 2010 to 2020. The high request for workers in these occupations will be driven by companies struggling to find competent technical talent to fulfill their needs, the continuing need for businesses, government agencies and other organizations to adopt and utilize the latest technologies. Workers in these occupations will be needed to increase cyber security, develop software and update existing network infrastructure. Companies are struggling to find competent technical talent to fulfill their needs.

Some disciplines under Computer Science include:

- Computer Programmer
- Programmer Analyst
- Software Engineers
- Computer and Information Scientist
- Computer Hardware Engineers
- Information Security Analysts

TSI LIABLE

Field of Study - 18 credit hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>COSC 1436</td>
<td>Programming Fundamentals I</td>
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</tr>
<tr>
<td>COSC 1337</td>
<td>Programming Fundamentals II</td>
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<tr>
<td>COSC 2436</td>
<td>Programming Fundamentals III</td>
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</tr>
<tr>
<td>COSC 2425</td>
<td>Computer Organization</td>
<td>4</td>
</tr>
<tr>
<td>COSC 1320</td>
<td>C Programming</td>
<td>3</td>
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</table>

STC Core Curriculum - 42 credit hours

Complete 42 credit hours of required Core Curriculum including the following:

Mathematics

- MATH 2412 Pre-Calculus Math
- or MATH 2413 Calculus I

Language, Philosophy & Culture Elective

Recommended Course Sequence

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>First Semester</td>
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<td></td>
</tr>
<tr>
<td>COSC 1436</td>
<td>Programming Fundamentals I</td>
<td>4</td>
</tr>
<tr>
<td>HIST 1301 or HIST 2327</td>
<td>United States History I or Mexican-American History I</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
</tr>
<tr>
<td>COSC 1436</td>
<td>Programming Fundamentals I</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Credit Hours</td>
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<tr>
<td>Second Semester</td>
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<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 86)</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>HIST 1302 or HIST 2328</td>
<td>United States History II or Mexican-American History II</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
<td>3</td>
</tr>
<tr>
<td>COSC 1337</td>
<td>Programming Fundamentals II</td>
<td>3</td>
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<td></td>
<td>Credit Hours</td>
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<tr>
<td>Third Semester</td>
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<tr>
<td>Creative Arts Elective - Core Curriculum (p. 87)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Component Area Option - Core Curriculum (p. 88)</td>
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<td></td>
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<tr>
<td></td>
<td>Credit Hours</td>
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<tr>
<td>Fourth Semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>GOVT 2305</td>
<td>Federal Government</td>
<td>3</td>
</tr>
<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 87)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>COSC 2436</td>
<td>Programming Fundamentals III</td>
<td>4</td>
</tr>
<tr>
<td>MATH 2412 or MATH 2413</td>
<td>Pre-Calculus Math or Calculus I</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Credit Hours</td>
<td>14</td>
</tr>
<tr>
<td>Fifth Semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
<td>3</td>
</tr>
<tr>
<td>COSC 1320</td>
<td>C Programming</td>
<td>3</td>
</tr>
<tr>
<td>COSC 2425</td>
<td>Computer Organization</td>
<td>4</td>
</tr>
<tr>
<td>PHIL 2303</td>
<td>Introduction to Logic</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Credit Hours</td>
<td>13</td>
</tr>
<tr>
<td></td>
<td>Total Credit Hours</td>
<td>60</td>
</tr>
</tbody>
</table>

In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86).

190 Computer Science
Engineering

Associate of Science

The Associate of Science degree with a field of study in Engineering offers students the opportunity to take a core curriculum of general education with an emphasis on Engineering. At the present time, a high percentage of all the technical and managerial positions in industry are occupied by engineers. Our engineering program prepares students for transfer to a four-year institution where they can specialize in all engineering disciplines such as:

- Aerospace Engineering
- Agriculture Engineering
- Bioengineering
- Chemical Engineering
- Civil Engineering
- Computer Engineering
- Electrical Engineering
- Environmental Engineering
- Industrial Engineering
- Manufacturing Engineering
- Mechanical Engineering
- Nuclear Engineering
- Petroleum Engineering
- Radiological Health Engineering

It is suggested that students interested in the fields of Chemical or Petroleum Engineering follow a modified Chemistry degree plan, which includes MATH 2413 Calculus I. An appointment with a faculty advisor before enrolling is strongly recommended.

This listing closely parallels the first two years of education that one would receive at most engineering schools. Upon completion of this sequence, many students transfer to an engineering school and obtain a degree in one of the various engineering fields. However, students intending to transfer should be aware of the transfer institution’s requirements.

It is possible to complete the engineering sequence in a number of ways and time periods. However, because of sensitive math and physics prerequisites, the suggested guideline should be closely followed if one hopes to complete the program in a timely manner and to smoothly transition to a four-year institution.

Entering students, please note that the first semester suggests MATH 2413 Calculus I. Students with a score of 380+ on the math portion of the TSI Exam may test-out of MATH 2412 Pre-Calculus Math and enroll directly into MATH 2413 Calculus I after taking and passing the Calculus I Placement Exam provided by the Mathematics Department. Students who qualify and elect this option must contact and make arrangements with the Mathematics Department at 956-872-8327 no later than two (2) weeks prior to the start of the semester the students intends to enroll.

Students with an SAT score of 560+ (SAT II Math Level I), 520+ (SAT II Math Level 2) or an ACT score of 28+ may also enroll directly into MATH 2413 Calculus I. Otherwise, it is recommended that students take the prerequisite MATH 2412 Pre-Calculus Math the summer prior to the start of the fall semester. Enrollment in MATH 2412 Pre-Calculus Math requires a prerequisite of MATH 1414 College Algebra or ACT scores of 25-27, SAT II Math Level I scores of 520-559, or SAT II Math Level 2 scores of 500-519.

For questions regarding this major, please contact the program advisors:
- Dr. Enriqueta Cortez, Department Chair
  956-872-2502
- Mr. Martin Knecht, Engineering Faculty
  956-872-2526
- Dr. Ivan Camara, Math and Science Student Success Specialist
  956-872-6786

**TSI LIABLE**

**Field of Study - 23-25 credit hours**

<table>
<thead>
<tr>
<th>Required for All Engineering Students</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGR 1201 Introduction to Engineering</td>
<td>2</td>
</tr>
<tr>
<td>MATH 2414 Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>MATH 2415 Calculus III</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 1411 General Chemistry I</td>
<td>4</td>
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<tr>
<td>Tracks</td>
<td>9-11</td>
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</table>

Select one of the following tracks:

<table>
<thead>
<tr>
<th>General/Mechanical/Civil Engineering Track</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGR 1304 Engineering Graphics</td>
</tr>
<tr>
<td>ENGR 2301 Engineering Mechanics - Statics</td>
</tr>
<tr>
<td>ENGR 2302 Engineering Mechanics - Dynamics</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Electrical/Computer Engineering Track</th>
</tr>
</thead>
<tbody>
<tr>
<td>COSC 1436 Programming Fundamentals I</td>
</tr>
<tr>
<td>ENGR 2406 Introduction to Digital Systems</td>
</tr>
<tr>
<td>ENGR 2303 Engineering Mechanics - Statics and Dynamics</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Chemical/Environmental Petroleum Engineering Track</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 1412 General Chemistry II</td>
</tr>
<tr>
<td>ENGR 2303 Engineering Mechanics - Statics and Dynamics</td>
</tr>
</tbody>
</table>

Select one of the following:

<table>
<thead>
<tr>
<th>CHEM 2425 Organic Chemistry II (Chemical Engineering)</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 1406 Biology for Science Majors I (Environmental Engineering)</td>
</tr>
<tr>
<td>GEOL 1403 Physical Geology (Petroleum Engineering)</td>
</tr>
</tbody>
</table>

**STC Core Curriculum - 37 credit hours**

Complete 37 credit hours of required Core Curriculum including the following:

**Mathematics**

<table>
<thead>
<tr>
<th>MATH 2413 Calculus I</th>
</tr>
</thead>
</table>

**Life and Physical Sciences**

<table>
<thead>
<tr>
<th>PHYS 2425 University Physics I</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHYS 2426 University Physics II</td>
</tr>
</tbody>
</table>

**Core Component Area Option**

| ENGR 2405 Electrical Circuits I or CHEM Organic Chemistry I |

**Total Credit Hours**

| 60-62 |
In addition to the courses in the Field of Study, the student is required to take 37 credit hours from the STC Core Curriculum (p. 86).

**Recommended After Completion of Degree to be Core Complete**

Students who would like to be Core complete upon transfer should also complete courses from the following Core component areas:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Social and Behavioral Sciences</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Elective</strong></td>
<td></td>
</tr>
<tr>
<td>ECON 2301</td>
<td>Principles of Economics I - Macro</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>Language, Philosophy &amp; Culture</strong></td>
<td></td>
</tr>
<tr>
<td>PHIL 2306</td>
<td>Introduction to Ethics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Recommended Course Sequence**

**TSI LIABLE**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1301 or HIST 2327</td>
<td>United States History I or Mexican-American History I</td>
<td>3</td>
</tr>
<tr>
<td>MATH 2413</td>
<td>Calculus I 1</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 1411</td>
<td>General Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>ENGR 1201</td>
<td>Introduction to Engineering</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td><strong>Credit Hours</strong></td>
<td>16</td>
</tr>
<tr>
<td>Second Semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
<td>3</td>
</tr>
<tr>
<td>MATH 2414</td>
<td>Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 2425</td>
<td>University Physics I</td>
<td>4</td>
</tr>
<tr>
<td>Engineering Elective 2</td>
<td></td>
<td>3-4</td>
</tr>
<tr>
<td></td>
<td><strong>Credit Hours</strong></td>
<td>14</td>
</tr>
<tr>
<td>Third Semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MATH 2415</td>
<td>Calculus III</td>
<td>4</td>
</tr>
<tr>
<td>GOVT 2305</td>
<td>Federal Government</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1302 or HIST 2328</td>
<td>United States History II or Mexican-American History II</td>
<td>3</td>
</tr>
<tr>
<td>ENGR 2405 or CHEM 2423</td>
<td>Electrical Circuits I or Organic Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>Creative Arts Elective - Core Curriculum (p. 87)</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>Credit Hours</strong></td>
<td>17</td>
</tr>
<tr>
<td>Fourth Semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
<td>3</td>
</tr>
<tr>
<td>PHYS 2426</td>
<td>University Physics II</td>
<td>4</td>
</tr>
<tr>
<td>Engineering Elective 2</td>
<td></td>
<td>3-4</td>
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<tr>
<td>Engineering Elective 3</td>
<td></td>
<td>3-4</td>
</tr>
<tr>
<td></td>
<td><strong>Credit Hours</strong></td>
<td>13-15</td>
</tr>
<tr>
<td></td>
<td><strong>Total Credit Hours</strong></td>
<td>60-62 Credit Hours</td>
</tr>
</tbody>
</table>

1. Check catalog for course pre-requisites.
2. Students should speak with an advisor and check with the institution they intend to transfer in order to choose the best option. Students must choose electives within the same block.
3. Students pursuing the Chemical/Environmental/Petroleum Track must take CHEM 2423 Organic Chemistry I while other tracks must take ENGR 2405 Electrical Circuits I.
The Associate of Science Degree field of study in Interdisciplinary Studies provides students with a broad-based education in "college basics" that promotes critical thinking skills and allows for an opportunity to make an informed choice in educational preferences. The program offers transferable field of study selections in life science, physical science, computer applications, engineering, mathematics, and allied health sciences. This flexibility aspect of the field of study for this degree allows students the ability to develop individualized transfer pathways that can be used towards the successful completion of a Baccalaureate Degree in any science related discipline. Students are strongly advised to work closely with a student success specialist, program chair, or faculty advisor to select the courses and to map the course sequence needed for their specific academic interest.

**TSI LIABLE**

**Field of Study - 18 credit hours**
Select a minimum of 18 hours of Field of Study courses 18

**STC Core Curriculum - 42 credit hours**
Complete 42 credit hours of required Core Curriculum 42

Total Credit Hours 60

1 The Field of Study courses must be chosen from two (2) or more AA or AS field of study.

2 In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86). These courses must not duplicate courses taken to fulfill the field of study requirements.

**TSI LIABLE**

**Recommended Course Sequence**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1414 or MATH 1442 or MATH 2412 or MATH 2413</td>
<td>College Algebra or Elementary Statistical Methods or Pre-Calculus Math or Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 86)</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 87)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Second Semester</td>
<td></td>
<td>14</td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 86)</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
<td>3</td>
</tr>
<tr>
<td>Creative Arts Elective - Core Curriculum (p. 87)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Elective - Field of Study 2</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Summer Session I</td>
<td></td>
<td>14</td>
</tr>
<tr>
<td>Component Area Option - Core Curriculum (p. 88)</td>
<td>1-4</td>
<td></td>
</tr>
<tr>
<td>Elective - Field of Study 2</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Third Semester</td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>HIST 1301 or HIST 2327</td>
<td>United States History I or Mexican-American History I</td>
<td>3</td>
</tr>
<tr>
<td>Elective - Field of Study 2</td>
<td>4</td>
<td></td>
</tr>
</tbody>
</table>
Mathematics

Associate of Science

The Associate of Science degree with a field of study in Mathematics offers students the opportunity to take a core curriculum of general education with an emphasis in Mathematics. Mathematics majors learn foundational mathematical skills that can be applied in various professions, especially the traditional sciences. The Associate Degree of Science in Mathematics serves as a two-year transferable block to a four-year university for a Mathematics minor or Bachelor of Science in Mathematics. Many potential career opportunities exist for Mathematics majors, including careers in actuarial sciences, business, economics & finance, engineering, medical sciences, education, computer science, and the physical sciences. Potential careers include:

- Actuary
- Researcher
- Statistician
- Sales Analysis
- Consultant
- Systems Analyst
- Logistics
- Educator
- Operations Research
- Computer Programming & Development

TSI LIABLE

Field of Study - 18 credit hours

Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 1442</td>
<td>Elementary Statistical Methods</td>
<td>3-4</td>
</tr>
<tr>
<td>or MATH 1332</td>
<td>Contemporary Mathematics</td>
<td></td>
</tr>
<tr>
<td>MATH 2412</td>
<td>Pre-Calculus Math</td>
<td>3-4</td>
</tr>
<tr>
<td>or MATH 1316</td>
<td>Plane Trigonometry</td>
<td></td>
</tr>
<tr>
<td>MATH 2413</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>MATH 2414</td>
<td>Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>MATH 2415</td>
<td>Calculus III</td>
<td>4</td>
</tr>
</tbody>
</table>

Optional Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 2418</td>
<td>Linear Algebra (Recommended to fulfill the Component Area Option of the Core Curriculum)</td>
<td></td>
</tr>
<tr>
<td>MATH 2420</td>
<td>Differential Equations</td>
<td></td>
</tr>
</tbody>
</table>

STC Core Curriculum - 42 credit hours

Complete 42 credit hours of required Core Curriculum including the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 1324</td>
<td>Mathematics for Business &amp; Social Sciences</td>
<td></td>
</tr>
<tr>
<td>or MATH 1334</td>
<td>College Algebra</td>
<td></td>
</tr>
</tbody>
</table>

Component Area Option

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 2418</td>
<td>Linear Algebra (Recommended)</td>
<td></td>
</tr>
</tbody>
</table>

Total Credit Hours 60

1 Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI LIABLE

Recommended Course Sequence

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
</table>
| First Semester
| HIST 1301 or HIST 2327 United States History I or Mexican-American History I | 3            |
| ENGL 1301    | Composition I                             | 3            |
| MATH 1414 or MATH 1324 College Algebra or Mathematics for Business Social Sciences | 3-4          |
| MATH 1332 or MATH 1442 Contemporary Mathematics or Elementary Statistical Methods | 3-4          |

Credit Hours 12

Second Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 1302 or HIST 2328 United States History II or Mexican-American History II</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>GOVT 2305</td>
<td>Federal Government</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
<td>3</td>
</tr>
<tr>
<td>MATH 2412 or MATH 1316 Pre-Calculus Math or Plane Trigonometry</td>
<td>3-4</td>
<td></td>
</tr>
</tbody>
</table>

Credit Hours 12

Third Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 2413 Calculus I</td>
<td>Creative Arts Elective - Core Curriculum (p. 87)</td>
<td>4</td>
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</table>

Credit Hours 7

Fourth Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
<td>3</td>
</tr>
<tr>
<td>MATH 2414</td>
<td>Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 87)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Component Area Option - Core Curriculum (p. 88)</td>
<td>3-4</td>
<td></td>
</tr>
<tr>
<td>MATH 2418 Linear Algebra (Recommended)</td>
<td></td>
<td></td>
</tr>
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</table>

Credit Hours 17

Fifth Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 86)</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>MATH 2415 Calculus III</td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>MATH 2420 Differential Equations (Optional/Recommended)</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Component Area Option - Core Curriculum (if required) (p. 88)</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

Credit Hours 12

Total Credit Hours 60 Credit Hours
Physics

Associate of Science

The Associate of Science degree with a field of study in Physics offers students the opportunity to take a core curriculum of general education with an emphasis in Physics. Physics students may select a career in a wide range of scientific and technical fields.

The student should bear in mind that most of these career areas require education or training beyond the Associate of Science degree. Career fields available to the physics student include:

- Astronomy
- Biophysics
- Chemistry
- Computer Science
- Elementary or Secondary Education
- Engineering - Civil, Electrical, Industrial
- Geophysics
- Hydrogeology
- Medicine
- Meteorology
- Patent Law
- Physics
- Seismology

This listing closely parallels the first two years of education that one would receive at most universities. Upon completion of this sequence, many students transfer to obtain a degree in one of the various physics fields. However, students intending to transfer should be aware of the transfer institution’s requirements.

Entering students, please note that the first semester suggests MATH 2413 Calculus I. Students with a score of 380+ on the math portion of the TSI Exam may test-out of MATH 2412 Pre-Calculus Math and enroll directly into MATH 2413 Calculus I after taking and passing the Calculus I Placement Exam provided by the Mathematics Department. Students who qualify and elect this option must contact and make arrangements with the Mathematics Department at 956-872-8327 no later than two weeks prior to the start of the semester the students intends to enroll.

Students with an SAT score of 560+ (SAT II Math Level 1), 520+ (SAT II Math Level 2) or an ACT score of 28+ may also enroll directly into MATH 2413 Calculus I. Otherwise, it is recommended that students take the prerequisite MATH 2412 Pre-Calculus Math the summer prior to the start of the fall semester. Enrollment in MATH 2412 Pre-Calculus Math requires a prerequisite of MATH 1414 College Algebra or ACT scores of 25-27, SAT II Math Level I scores of 520-559, or SAT II Math Level 2 scores of 500-519.

For questions regarding this major, please contact the program advisors:

- Dr. Enriqueta Cortez, Department Chair 956-872-2502
- Dr. Guanghua Xu, Physics Faculty 956-872-2045
- Dr. Ivan Camara, Math and Science Student Success Specialist 956-872-6786

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Field of Study - 18 credit hours
MATH 2414 Calculus II 4
MATH 2415 Calculus III 4
PHYS 2425 University Physics I 4
PHYS 2426 University Physics II 4
COSC 1436 Programming Fundamentals I 4

STC Core Curriculum - 42 credit hours
Complete 42 credit hours of required Core Curriculum including the following: 2
Life and Physical Sciences
CHEM 1411 General Chemistry I
CHEM 1412 General Chemistry II
Mathematics
MATH 2413 Calculus I 3

Total Credit Hours 60

1 COSC 1436 Programming Fundamentals I is scheduled for 2 credit hours of field of study and 2 credit hours of general education requirements (Component Area Option).
2 In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86).
3 For students to directly enroll into MATH 2413 Calculus I, they must earn 375+ on the TSI and successfully complete and exam administered by the MATH department or earn a 100 on the college-level mathematics ACCUPLACER.

TSI LIABLE

Recommended Course Sequence

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 1411 General Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>ENGL 1301 Composition I</td>
<td>3</td>
</tr>
<tr>
<td>MATH 2413 Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>HIST 1301 or HIST 2327 United States History I or Mexican-American History I</td>
<td>3</td>
</tr>
<tr>
<td>MATH 2414 or MATH 2414 Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>Creative Arts Elective - Core Curriculum</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2305 Federal Government</td>
<td>3</td>
</tr>
<tr>
<td>Component Area Option - Core Curriculum</td>
<td>1-4</td>
</tr>
<tr>
<td>PHYS 2425 University Physics I</td>
<td>4</td>
</tr>
<tr>
<td>GOVT 2306 Texas Government</td>
<td>3</td>
</tr>
<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 87)</td>
<td>3</td>
</tr>
<tr>
<td>MATH 2415 Calculus III</td>
<td>4</td>
</tr>
<tr>
<td>COSC 1436 Programming Fundamentals I</td>
<td>4</td>
</tr>
<tr>
<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 87)</td>
<td>3</td>
</tr>
<tr>
<td>PHYS 2426 University Physics II</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Credit Hours 60
COSC 1436 Programming Fundamentals I is scheduled for 2 hours of field of study and 2 hours of general education requirements (Component Area Option).
Pre-Pharmacy

Associate of Science

This two-year program prepares the graduate for application to pharmacy school, a 4 year program leading to licensure as a pharmacist. The future of pharmacists is bright with growing demand and an increasing variety of practice settings. The individual selecting this program must be dedicated and self-motivated to excel at rigorous academic coursework for the two years of prerequisites at South Texas College and four years of pharmacy school.

Entering students, please note that the second year suggests MATH 2413 Calculus I. Students with a score of 380+ on the math portion of the TSI Exam may test-out of MATH 2412 Pre-Calculus Math and enroll directly into MATH 2413 Calculus I after taking and passing the Calculus I Placement Exam provided by the Mathematics Department. Students who qualify and elect this option must contact and make arrangements with the Mathematics Department at 956-872-8327 no later than two (2) weeks prior to the start of the semester the students intends to enroll.

Students with an SAT score of 560+ (SAT II Math Level 1), 520+ (SAT II Math Level 2) or an ACT score of 28+ may also enroll directly into MATH 2413 Calculus I. Otherwise, it is recommended that students take the prerequisite MATH 2412 Pre-Calculus Math the summer prior to the start of the fall semester. Enrollment in MATH 2412 Pre-Calculus Math requires a prerequisite of MATH 1414 College Algebra or ACT scores of 25-27, SAT II Math Level I scores of 520-559, or SAT II Math Level 2 scores of 500-519.

Graduation from South Texas College does not guarantee acceptance into pharmacy school. South Texas College provides the opportunity for the student to develop a solid basic science knowledge base, complete prerequisites for pharmacy school, participate in essay and interview preparation sessions, review for the Pharmacy College Admission Test (PCAT), and advisement in the pharmacy school application process. Pharmacy schools select entering classes by student merit.

Due to a state mandated limit on credit hours for an Associate of Science degree, the student will be expected to complete some prerequisite courses on their own. There is time in the curriculum for the student to complete these courses during summer and second fall semesters.

For questions regarding this major, please contact the program advisors:
- Dr. Enriqueta Cortez, Department Chair 956-872-2502
- Dr. Reginald Gonzales, Chemistry Instructor 956-872-6478
- Dr. Ivan Camara, Math and Science Student Success Specialist 956-872-6786

TSI LIABLE

Field of Study - 18 credit hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 1411</td>
<td>General Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 1412</td>
<td>General Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 2423</td>
<td>Organic Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 2425</td>
<td>Organic Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 2421</td>
<td>Microbiology for Science Majors</td>
<td>4</td>
</tr>
</tbody>
</table>

STC Core Curriculum - 42 credit hours

Complete 42 credit hours of required Core Curriculum including the following:

Component Area Option

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 2421</td>
<td>Microbiology for Science Majors</td>
<td>3</td>
</tr>
</tbody>
</table>

Mathematics

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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</tr>
</thead>
<tbody>
<tr>
<td>MATH 2413</td>
<td>Calculus I</td>
<td>3</td>
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</table>

Life and Physical Sciences

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>BIOL 1406</td>
<td>Biology for Science Majors I</td>
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<tr>
<td>BIOL 1407</td>
<td>Biology for Science Majors II</td>
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Language, Philosophy & Culture Elective

Select one of the following:

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>ENGL 2321</td>
<td>British Literature</td>
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<td>ENGL 2326</td>
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<td>ENGL 2331</td>
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Social and Behavioral Science Elective

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<tr>
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<tbody>
<tr>
<td>PSYC 2301</td>
<td>General Psychology</td>
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Total Credit Hours

60

1 For BIOL 2421 Microbiology for Science Majors, 2 credit hours are scheduled for field of study and 2 credit hours are scheduled to meet the general core education requirements.

2 In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 86). These courses must not duplicate courses taken to fulfill field of study requirements.

3 For students to directly enroll in MATH 2413 Calculus I, they must earn 375+ on the TSI and successfully complete and exam administered by the MATH department or earn a 100 on the college-level Mathematics ACCUPLACER.

TSI LIABLE

Recommended Course Sequence

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>PSYC 2301</td>
<td>General Psychology</td>
<td>3</td>
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Pre-requisite Semester

<table>
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<tr>
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First Semester

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<tr>
<td>CHEM 1411</td>
<td>General Chemistry I</td>
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<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
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<tr>
<td>HIST 1301 or HIST 2327</td>
<td>United States History I or Mexican-American History I</td>
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Second Semester

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<td>CHEM 1412</td>
<td>General Chemistry II</td>
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<td>HIST 1302 or HIST 2328</td>
<td>United States History II or Mexican-American History II</td>
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<tr>
<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
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Summer Session I

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<tr>
<th>Course</th>
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Third Semester

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<td>GOVT 2305</td>
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South Texas College 197
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<td>Organic Chemistry II</td>
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<tr>
<td>BIOL 2421</td>
<td>Microbiology for Science Majors ¹</td>
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<td>GOVT 2306</td>
<td>Texas Government</td>
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<td></td>
<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 87)</td>
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<tr>
<td>ENGL 2221</td>
<td>British Literature</td>
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<td>ENGL 2326</td>
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<td>ENGL 2331</td>
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**Total Credit Hours**: 14

1. For BIOL 2421 Microbiology for Science Majors, 2 credit hours are scheduled for field of study and 2 credit hours are scheduled to meet the general core education requirements (Component Area Option).

### Additional Courses Recommended to Satisfy Pharmacy School Prerequisites

Recommended by end of Fall Semester Second Year:

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<td>Elementary Statistical Methods</td>
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<tr>
<td>BIOL 2416</td>
<td>Genetics</td>
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<tr>
<td>PHYS 1401</td>
<td>College Physics I</td>
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<tr>
<td>or PHYS 241</td>
<td>University Physics I</td>
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<tr>
<td>SPCH 1315</td>
<td>Public Speaking</td>
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**Total Credit Hours**: 15
Division of Nursing and Allied Health

Students are admitted to South Texas College through the provisions of Board Policy 3200. General admission to the College does not imply admission to all programs of the College.

The Nursing and Allied Health Division offers Selective Programs with application requirements. Application requirements are included in the description of each program. In addition, some Selective Programs have a Competitive Entry selection process based on a competitive point system.

Selective Programs

Emergency Medical Technology (p. 218)
• EMT - Basic (Certificate) (p. 218)
• EMT - Intermediate (Certificate) (p. 218)
• EMT - Paramedic (Certificate) (p. 218)
• EMT - Paramedic (Associate of Applied Science) (p. 218)

Health and Medical Administrative Services (p. 221)
• Electronic Health Record Specialist (Certificate) (p. 221)
• Medical Coding Specialist (Certificate) (p. 221)
• Medical Information/Transcription Specialist (Certificate) (p. 221)
• Health Information Technology (Associate of Applied Science) (p. 221)

Medical Assistant Technology (p. 224)
• Medical Assistant Technology (Certificate) (p. 224)
• Medical Office Specialist (Certificate) (p. 224)
• Medical Assistant Technology (Associate of Applied Science) (p. 224)

Patient Care Assistant (p. 226)
• Patient Care Assistant (Certificate) (p. 226)

Pharmacy Technology (p. 227)
• Pharmacy Technology (Certificate) (p. 227)
• Pharmacy Technology (Associate of Applied Science) (p. 227)

Selective Programs - Competitive Entry

The following Selective Programs have a competitive entry selection process based on a competitive point system.

Associate Degree Nursing (p. 201)
• Associate Degree Nursing (Associate of Applied Science) (p. 201)
• SPRING ADMISSION (p. 202)
• SPRING ADMISSION (p. 202)

Diagnostic Imaging (p. 206)
• Radiologic Technology (Associate of Applied Science) (p. 206)
• Diagnostic Medical Sonography (Advanced Technical Certificate) (p. 206)

Occupational Therapy Assistant (p. 209)
• Occupational Therapy Assistant (Associate of Applied Science) (p. 209)

Physical Therapist Assistant (p. 211)
• Physical Therapist Assistant (Associate of Applied Science) (p. 211)

Respiratory Therapy (p. 213)
• Respiratory Therapy (Associate of Applied Science) (p. 213)

Vocational Nursing (p. 215)
• Vocational Nursing (Certificate) (p. 215)
Competitive Entry

Selective Programs - Competitive Entry

The following Selective Programs have a competitive entry selection process based on a competitive point system.

**Associate Degree Nursing (p. 201)**
- Associate Degree Nursing (Associate of Applied Science) (p. 201)
- FALL ADMISSION (p. 202)
- SPRING ADMISSION (p. 202)
- Associate Degree Nursing: LVN-RN Transition Option (Associate of Applied Science)
  - SUMMER ADMISSION (p. 203)
  - SPRING ADMISSION (p. 203)
- Associate Degree Nursing: EMT Paramedic to RN Track (Associate of Applied Science) (p. 204)

**Occupational Therapy Assistant (p. 209)**
- Occupational Therapy Assistant (Associate of Applied Science) (p. 209)

**Physical Therapist Assistant (p. 211)**
- Physical Therapist Assistant (Associate of Applied Science) (p. 211)

**Radiologic Technology (p. 206)**
- Radiologic Technology (Associate of Applied Science) (p. 206)
- Diagnostic Medical Sonography (Advanced Technical Certificate) (p. 206)

**Respiratory Therapy (p. 213)**
- Respiratory Therapy (Associate of Applied Science) (p. 213)

**Vocational Nursing (p. 215)**
- Vocational Nursing (Certificate) (p. 215)
Associate Degree Nursing

This Selective Program has a competitive entry selection process based on a competitive point system. Application requirements are included in the description below.

**Associate Degree Nursing**

**Associate of Applied Science**

The Associate Degree Nursing (ADN) program is approved by the Texas Board of Nursing (BON). Upon completion of the two year, five semester program, the graduate will be able to sit for the National Council Licensure Examination for Registered Nurses (NCLEX-RN) administered by the Texas Board of Nursing (BON). After successful completion of this exam, the individual will be a Registered Nurse.

The program prepares the graduate to provide patient-centered care, to be a patient safety advocate, to be a member of the nursing profession and the health care team for a limited number of patients in various health care settings. Such patients may have complex multiple needs with predictable or unpredictable outcomes. With additional experience and continuing education the graduate can increase the number of assigned patients, provide independent patient-centered care, supervise health care of patients and their families, and receive certification in various specialty areas. Students seeking entry in the Associate Degree Nursing Program (ADN) must attend a general advisement session, must meet TSI College Readiness Standards, or be admitted to the college as a high school graduate or GED equivalent.

**Application Requirements**

All applicants must:

A. Participate in the required Prospective Student Information Session. For the session schedule, access the information online at https://nah.southtexascollege.edu/adn/ or contact the Associate Degree Nursing Program at 872-3132.

B. Be admitted to the college as a high school graduate or GED equivalent.

C. Meet TSI College Readiness Standards, or meet TSI exemption standards.

D. Complete all prerequisite courses with a minimum of "B" as listed in the Associate Degree Nursing Program Degree plan.

E. Achieve a HESI A2 Admission Assessment exam test score of 75% or higher in English Language Composite, Science (Anatomy & Physiology only) and Math. HESI exam test scores must be current within two years.

F. Earn a minimum grade of "B" in "Introduction to Nursing" course within the last two years. Required HESI A2 exam test scores are needed to register for this course.

G. Earn a minimum cumulative GPA of 3.0 on a 4.0 scale in all courses, including transfer courses, and those completed at STC.

H. Pass a criminal background check through Texas Board of Nursing, 10-panel drug and alcohol screen through approved providers, and complete all required immunizations including Hepatitis B series and any additional clinical requirements before beginning any of nursing clinical courses. For more information contact the NAH Clinical Affairs Specialist at 872-3022.

I. Meet Technical Standards as stated by the Associate Degree Nursing Program.

J. Submit a completed Program application by stated deadline. For more information contact Associate Degree Nursing Program at 872-3132 or access the information online at https://nah.southtexascollege.edu/adn/.

**Competitive Entry Selection Process**

The ADN Program selection process is Competitive Entry and is based on a competitive Point System. Points are given for the following selection criteria: ADN Program pre-requisite courses, HESI A2 exam scores, STC Cumulative GPA, and other additional points as listed in the Application Form. A Cutoff Score is calculated for each application period based on the qualified applicant pool, the number of slots available, and may vary for each application period. Qualified applications are ranked from highest to lowest points and admission is based on this ranking. Applicants with total points above the cutoff score will be admitted and applicants with total points below the cutoff score will be denied. Applicants with total points equal to the cutoff score will be designated as alternates. Should any of the admitted applicants decline admission, an alternate will be offered admission to the program. A random draw of alternate applicants will be used as needed. A full description of the competitive entry point system is published in the Prospective Student Guide on the Associate of Nursing Program website.

**Graduation Requirements**

To graduate with an Associate of Applied Science Degree in Nursing, a student must meet college graduation requirements and complete all course work as listed in the degree plan with a minimum grade of "C".

**Licenses of Persons with Criminal Convictions**

The Nurse Practice Act (NPA) for the State of Texas (Senate Bill 1058) made criminal background checks mandatory for students accepted for enrollment in a nursing education program. It permits the Board of Nursing (BON) or Board to initiate declaratory orders for eligibility proceedings based on positive criminal background checks; made permanent the Board’s authority to impose deferred disciplinary action; and clarified that action may be taken against a nurse’s license based on action taken by a division of the United States Military. The NPA authorized the BON, in conjunction with a disciplinary action, to require a nurse to abstain from the use of alcohol and drugs and submit to random drug testing; provided for

South Texas College 201
limited non-disclosure of disciplinary proceedings that result in a Board order requiring the nurse to participate in a Board-approved peer assistance program to address a problem that the nurse is experiencing with mental illness or chemical dependency; as well as making other changes relating to disciplinary action taken by the Board.

The STC Board of Trustees approved Board Policy #3337 on July 15, 2004 for all students participating in any Nursing and Allied Health clinical program to meet established program standards for professional practice established by the Dean of Nursing and Allied Health. This policy is implemented to ensure compliance with health care agency standards and state licensing regulations.

Chair, Pamela Bond, RN, MBA, Education Director, Rio Grande Regional Hospital
Elina Lopez, RN, Starr County Memorial Hospital
Katherine Dassler, MSN, RN, Chief Nurse Executive, Rio Grande Regional Hospital
Candi Constantine, MSN, RN, F.A.C.H.E., CCRN, CEN, Systems CNO, South Texas Health System
Pat Palomo, RN, MSN, Nurse Educator, Valley Baptist Hospital
Cat Domain, Chief Nurse Executive, Edinburg Regional Hospital
Romeo Valadares, Administrator, Presidente Home Care
Tony Barajas, RN, MSN, CCDS, Life Care Hospital of South Texas

• Associate Degree Nursing (p. 202)
  Associate of Applied Science - Fall Admission
• Associate Degree Nursing (p. 202)
  Associate of Applied Science - Spring Admission
• Associate Degree Nursing (p. 203)
  LVN/RN Transition Option Associate of Applied Science - Summer Admission
• Associate Degree Nursing (p. 203)
  LVN/RN Transition Option Associate of Applied Science - Spring Admission
• Associate Degree Nursing (p. 204)
  EMT Paramedic to RN Track Associate of Applied Science - Fall Admission

Associate Degree Nursing
Associate of Applied Science - Fall Admission

TSI LIABLE

Course Title Credit Hours
Pre-requisite Semester
ENGL 1301 Composition I 1 2 3
BIOL 2401 Anatomy and Physiology 4
BIOL 2402 Anatomy and Physiology II 4
RNSG 1209 Introduction to Nursing 3 2

Credit Hours 13

First Semester
RNSG 1300 Health Assessment Across the Lifespan 3
RNSG 1513 Foundations for Nursing Practice 5
RNSG 1205 Nursing Skills I 2
RNSG 1262 Clinical I 2

Credit Hours 12

Second Semester
RNSG 1144 Nursing Skills II 1
RNSG 1341 Common Concepts of Adult Health 3

RNSG 2161 Clinical - Medical/Surgical (8 weeks) 1
RNSG 2213 Mental Health Nursing 2
RNSG 2162 Clinical - Mental Health (8 weeks) 1
PSYC 2301 General Psychology 3 2

Credit Hours 11

Third Semester
RNSG 1412 Nursing Care of the Childbearing and Childrearing Family 4
RNSG 2260 Clinical - Pediatrics/ Maternal/Infant (8 weeks) 2
RNSG 1343 Complex Concepts of Adult Health 3
RNSG 2361 Clinical - Complex Medical Surgical (8 weeks) 3

Credit Hours 12

Fourth Semester
Humanities Elective (p. 88) 2 3
RNSG 2331 Advanced Concepts of Adult Health 3
RNSG 2163 Clinical IV (12 weeks) 1
RNSG 2221 Professional Nursing: Leadership and Management 2
RNSG 2363 Clinical V (4 weeks) 3

Credit Hours 12

Total Credit Hours 60 Credit Hours

1 May substitute ENGL 1302 Composition II - Rhetoric.
2 Identifies courses to fulfill minimum 15 credit hour General Education requirement
3 Admission Assessment Exam (A2 test) composite scores of 75% or better in Math, Science and English required prior to registration for RNSG 1209 Introduction to Nursing.

Associate Degree Nursing
Associate of Applied Science - Spring Admission

TSI LIABLE

Course Title Credit Hours
Pre-requisite Semester
ENGL 1301 Composition I 1 2 3
BIOL 2401 Anatomy and Physiology 4
BIOL 2402 Anatomy and Physiology II 4
RNSG 1209 Introduction to Nursing 3 2

Credit Hours 13

First Semester
RNSG 1300 Health Assessment Across the Lifespan 3
RNSG 1513 Foundations for Nursing Practice 5
RNSG 1205 Nursing Skills I 2
RNSG 1262 Clinical I 2

Credit Hours 12

Second Semester
RNSG 1144 Nursing Skills II 1
RNSG 1341 Common Concepts of Adult Health 3

RNSG 2161 Clinical - Medical/Surgical (8 weeks) 1
RNSG 2213 Mental Health Nursing 2
RNSG 2162 Clinical - Mental Health (8 weeks) 1
PSYC 2301 General Psychology 3 2

Credit Hours 11
Third Semester

RNSG 1412 Nursing Care of the Childbearing and Childrearing Family 4
RNSG 2260 Clinical - Pediatrics/ Maternal/Infant (6 weeks) 2
RNSG 1343 Complex Concepts of Adult Health 3
RNSG 2361 Clinical - Complex Medical Surgical (3 weeks) 3

Credit Hours 12

Fourth Semester

Humanities Elective (p. 88) 2 3
RNSG 2331 Advanced Concepts of Adult Health 3
RNSG 2163 Clinical IV (12 weeks) 1
RNSG 2221 Professional Nursing: Leadership and Management 2
RNSG 2363 Clinical V (4 weeks) 3

Credit Hours 12

Total Credit Hours 60 Credit Hours

1 May substitute ENGL 1302 Composition II - Rhetoric.
2 Identifies courses to fulfill minimum 15 credit hour General Education requirement
3 Admission Assessment Exam (A2 test) composite scores of 75% or better in Math, Science and English required prior to registration for RNSG 1209 Introduction to Nursing.

Associate Degree Nursing
LVN/RN Transition Option
Associate of Applied Science - Summer Admission

TSI LIABLE

Designed for the individual who is a licensed vocational nurse and who is interested in pursuing the Registered Nurse degree. Students who complete the LVN program must apply for acceptance to the Associate Degree Nursing program in order to be admitted as a student. Prospective Associate Degree Nursing students must meet all application requirements before being eligible to apply to the program. Meeting the specific application requirements is not a guarantee of program acceptance. This Selective program has a competitive entry selection process based on a competitive point system. A full description of the competitive entry point system is published in the Prospective Student Guide on the Associate of Nursing Program website.

Course Title Credit Hours

Pre-requisite Semester
BIOL 2401 Anatomy and Physiology I 4
BIOL 2402 Anatomy and Physiology II 4
ENGL 1301 Composition I 3
Vocational Nursing Hours (Electives) 3 10

Credit Hours 21

First Semester

RNSG 1417 Concepts of Professional Nursing Practice I for Articulating Students 4
RNSG 1140 Professional Nursing Skills for Articulating Students 1
RNSG 1162 Transition Clinical (8 weeks) 1
RNSG 2213 Mental Health Nursing 2
RNSG 2162 Clinical - Mental Health (8 weeks) 1

PSYC 2301 General Psychology 3 3
RNSG 1300 Health Assessment Across the Lifespan 3

Credit Hours 15

Second Semester

RNSG 2361 Clinical - Complex Medical Surgical 3
RNSG 1412 Nursing Care of the Childbearing and Childrearing Family 4
RNSG 2260 Clinical - Pediatrics/ Maternal/Infant 2
RNSG 1343 Complex Concepts of Adult Health 3

Credit Hours 12

Third Semester

Humanities Elective (p. 88) 3
RNSG 2331 Advanced Concepts of Adult Health 3
RNSG 2163 Clinical IV (12 weeks) 1
RNSG 2221 Professional Nursing: Leadership and Management 2
RNSG 2363 Clinical V (4 weeks) 3

Credit Hours 12

Total Credit Hours 60 Credit Hours

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement
2 May substitute ENGL 1302 Composition II - Rhetoric

3 Vocational Nursing Hours (Electives)

Upon successful completion of RNSG 1417 Concepts of Professional Nursing Practice I for Articulating Students, RNSG 1140 Professional Nursing Skills for Articulating Students and RNSG 1162 Transition Clinical, an escrow of 10 credit hours will be given for the following courses:

RNSG 1513 Foundations for Nursing Practice 5
RNSG 1205 Nursing Skills I 2
RNSG 1144 Nursing Skills II 1
RNSG 1262 Clinical I 2

Total Credit Hours 10

Associate Degree Nursing
LVN/RN Transition Option
Associate of Applied Science - Spring Admission

TSI LIABLE

Designed for the individual who is a licensed vocational nurse and who is interested in pursuing the Registered Nurse degree. Students who complete the LVN program must apply for acceptance to the Associate Degree Nursing program. Prospective Associate Degree Nursing students must meet all application requirements before being eligible to apply to the program. Meeting the specific application requirements is not a guarantee of program acceptance. This Selective Program has a competitive entry selection process based on a competitive point system. A full description of the competitive entry point system is published in the Prospective Student Guide on the Associate of Nursing Program website.
### Associate Degree Nursing

**EMT Paramedic to RN Track**

**Associate of Applied Science - Fall Admission**

**TSI LIABLE**

Designed for the individual who is a licensed Emergency Medical Technology (formally Paramedic) under either Texas or National Registry, and who is interested in pursuing the Registered Nurse degree. Students who complete the EMT-Paramedic program must apply for acceptance to the Associate Degree Nursing program. Prospective Associate Degree Nursing students must meet all application requirements before being eligible to apply to the program. Meeting the specific application requirements is not a guarantee of program acceptance. This Selective Program has a competitive entry selection process based on a competitive point system. A full description of the competitive entry point system is published in the Prospective Student Guide on the Associate of Nursing Program website.

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>BIOL 2401 Anatomy and Physiology</td>
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</tr>
<tr>
<td>BIOL 2402 Anatomy and Physiology</td>
<td>4</td>
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<tr>
<td>ENGL 1301 Composition</td>
<td>3</td>
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<tr>
<td>Vocational Nursing Hours (Electives)</td>
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<tr>
<td><strong>Total Credit Hours</strong></td>
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**First Semester**

<table>
<thead>
<tr>
<th>Course Title</th>
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<tbody>
<tr>
<td>RNSG 1417 Concepts of Professional Nursing Practice I for Articulating Students</td>
<td>4</td>
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<tr>
<td>RNSG 1140 Professional Nursing Skills for Articulating Students</td>
<td>1</td>
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<tr>
<td>RNSG 1162 Transition Clinical (8 weeks)</td>
<td>1</td>
</tr>
<tr>
<td>RNSG 2213 Mental Health Nursing</td>
<td>2</td>
</tr>
<tr>
<td>RNSG 2162 Clinical - Mental Health (8 weeks)</td>
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<tr>
<td>PSYC 2301 General Psychology</td>
<td>3</td>
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<tr>
<td>RNSG 1300 Health Assessment Across the Lifespan</td>
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**Second Semester**

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<tr>
<td>RNSG 2361 Clinical - Complex Medical Surgical (8 weeks)</td>
<td>3</td>
</tr>
<tr>
<td>RNSG 1412 Nursing Care of the Childbearing and Childrearing Family</td>
<td>1</td>
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<tr>
<td>RNSG 2260 Clinical - Pediatrics/ Maternal/Infant (8 weeks)</td>
<td>2</td>
</tr>
<tr>
<td>RNSG 1343 Complex Concepts of Adult Health</td>
<td>3</td>
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<tr>
<td><strong>Credit Hours</strong></td>
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</tbody>
</table>

**Third Semester**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>Humanities Elective (p. 88)</td>
<td>3</td>
</tr>
<tr>
<td>RNSG 2331 Advanced Concepts of Adult Health</td>
<td>1</td>
</tr>
<tr>
<td>RNSG 2163 Clinical IV (12 weeks)</td>
<td>1</td>
</tr>
<tr>
<td>RNSG 2221 Professional Nursing: Leadership and Management</td>
<td>2</td>
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<tr>
<td>RNSG 2363 Clinical V (4 weeks)</td>
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<tr>
<td><strong>Credit Hours</strong></td>
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</tbody>
</table>

| **Total Credit Hours** | **60 Credit Hours** |

---

1. Identifies courses to fulfill minimum 15 credit hour General Education requirement
2. May substitute ENGL 1302 Composition II - Rhetoric.

### Vocational Nursing Hours (Electives)

Upon successful completion of RNSG 1417 Concepts of Professional Nursing Practice I for Articulating Students, RNSG 1140 Professional Nursing Skills for Articulating Students and RNSG 1162 Transition Clinical, an escrow of 10 credit hours will be given for the following courses:

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>RNSG 1513 Foundations for Nursing Practice</td>
<td>5</td>
</tr>
<tr>
<td>RNSG 1205 Nursing Skills I</td>
<td>2</td>
</tr>
<tr>
<td>RNSG 1144 Nursing Skills II</td>
<td>1</td>
</tr>
<tr>
<td>RNSG 1262 Clinical I</td>
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<tr>
<td><strong>Total Credit Hours</strong></td>
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---

1. Identifies courses to fulfill minimum 15 credit hour General Education requirement
2. May substitute ENGL 1302 Composition II - Rhetoric.
Paramedic Nursing Hours (Electives)

Upon successful completion of RNSG 1417 Concepts of Professional Nursing Practice I for Articulating Students, RNSG 1140 Professional Nursing Skills for Articulating Students and RNSG 1162 Transition Clinical, an escrow of 10 credit hours will be given for the following courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>RNSG 1513</td>
<td>Foundations for Nursing Practice</td>
<td>5</td>
</tr>
<tr>
<td>RNSG 1205</td>
<td>Nursing Skills I</td>
<td>2</td>
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<td>RNSG 1144</td>
<td>Nursing Skills II</td>
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<td>RNSG 1262</td>
<td>Clinical I</td>
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</table>

Total Credit Hours 10
Diagnostic Imaging
This Selective Program has a competitive entry selection process based on a competitive point system. Application requirements are included in the description below.

Radiologic Technology Associate of Applied Science

Radiologic technologists are health care professionals who perform diagnostic imaging procedures that utilize ionizing radiation, such as x-ray examinations, fluoroscopic studies, and portable radiography. They are responsible for accurately positioning patients and ensuring that quality diagnostic images are produced. They work closely with radiologists, the physicians who interpret medical images to either diagnose or rule out disease or injury.

The Associate of Applied Science Degree in Radiologic Technology at South Texas College is an approved program by the Southern Association of Colleges and Schools Accreditation Guidelines. The program provides educational and clinical experience that result in extensive knowledge in patient care, radiographic procedures, examination techniques, equipment operation, radiation protection, and image production and evaluation. Throughout the clinical/practicum aspects of the program, students will train in various medical facilities with experienced radiologic technologists.

Students are trained for employment as entry-level radiologic technologists in hospitals, outpatient imaging centers, mobile imaging services, and additional medical facilities. Upon completion of the program, graduates are eligible to sit for the national certification examination for Radiologic Technology administered by the American Registry of Radiologic Technologists (ARRT). Successful completion of this exam results in the designation of Radiologic Technologists (ARRT). Successful completion of the program results in the designation of a Registered Technologist in Radiography, or R.T. (R) (ARRT). The state of Texas also requires that individuals approved to sit for the national certification examination also apply for state licensure before being allowed to practice in this state.

Program Admission Requirements
All applicants must:

A. Participate in the required Prospective Student Information Session. For the session schedule, access the information online at http://nah.southtexascoll.edu/rad or contact the Radiologic Technology Program at 956-872-3049.

B. Be admitted to the college as a high school graduate or GED equivalent.

C. Meet TSI College Readiness Standards, or meet TSI exemption standards.

D. Complete the ACT exam including the writing component. Achieve an ACT composite of 19 or above and a minimum of 16 in all individual areas (English, Math, Reading, and Science). ACT Writing score must be a 6 or above. Scores must be current within the last 5 years. ACT exemptions are not permitted.

E. Complete all prerequisite courses with a minimum grade of "B" as listed in the Radiologic Technology Program degree plan. BIOL 2401 Anatomy and Physiology I and Mathematics Elective courses must be current within the last 5 years. RADR 1309 Introduction to Radiography and Patient Care must be current within 2 years from the application date.

F. Earn a minimum cumulative GPA of 3.0 on a 4.0 scale in all courses listed in the Radiologic Technology degree plan. This includes courses completed through South Texas College and transfer courses.

G. Be 18 years of age or older.

H. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series. Students with criminal histories must provide proof of certification eligibility from the American Registry of Radiologic Technologists (ARRT) prior to application. For more information contact the NAH Clinical Affairs Specialist at 872-3022.

I. Meet Technical Standards as stated by the Program.

J. Satisfy healthcare agency requirements prior to clinical practice.

K. Submit a completed Program application by stated deadline. For more information contact the Radiologic Technology Program at 956-872-3049 or access the information online at http://nah.southtexascoll.edu/rad.

Competitive Entry Selection Process
Admission to the Radiologic Technology Program is based on a point system score. Selection of students is made one time a year at the end of the spring semester. The deadline for applying to the Radiologic Technology Program is the last Friday in May of the current year. For specific information on the point system utilized for candidate selection, please contact the Radiologic Technology Program at 956-872-3049 or access the information online at http://nah.southtexascoll.edu/rad.

A new applicant pool is established for each admission period. Applicants who were not admitted for the current application period must re-apply to be considered for a later application period.

NOTE: Please see program webpage for additional information regarding the application process http://nah.southtexascoll.edu/rad.

Graduation Requirements
To earn an Associate of Applied Science in the Radiologic Technology Program, students must meet college graduation requirements and complete all coursework as prescribed in the degree plan with a minimum grade of "C" in didactic courses and minimum grade of "B" in the clinical/practicum courses. Students must also pass the written and practicum examinations as required of the final Capstone courses.

Diagnostic Medical Sonography Advanced Technical Certificate
Diagnostic medical sonographers are health care professionals who perform diagnostic imaging procedures with the use of high frequency sound waves (ultrasound) to produce dynamic visual images of organs, tissues, or blood flow inside the body. This type of procedure is often referred to as a sonogram or ultrasound scan. Diagnostic medical sonographers work closely with radiologists, the physicians who interpret medical images to either diagnose or rule out disease or injury. Sonography is a radiation-free imaging modality that has many applications in the diagnosis and treatment of medical conditions in the abdomen, obstetrics, heart, vascular system, and various superficial structures.

The Diagnostic Medical Sonography Advanced Technical Certificate at South Texas College is an
approved program by the Southern Association of Colleges and Schools Accreditation Guidelines. The program provides educational and clinical experience that result in extensive knowledge in ultrasound physics and instrumentation, use of Doppler imaging, cross-sectional anatomy and pathophysiology in the abdomen, pelvis, obstetrics, gynecology, and superficial structures. Throughout the clinical and practicum aspects of the program, students will train in various medical facilities with experienced sonographers.

The Diagnostic Medical Sonography Program is an extension of the STC Radiologic Technology Program. As such, application requirements for entrance into the program will include an Associate of Applied Science Degree in a Nursing and Allied Health Profession.

Upon successful completion of the program, students will receive an Advanced Technical Certificate in Diagnostic Medical Sonography. Students will also be competent to challenge the abdomen and obstetrics specialty examinations, which are two of the various specialties offered by the American Registry for Diagnostic Medical Sonography (ARDMS) national examination.

Application Requirements

All applicants must:

A. Participate in the required Prospective Student Information Session. For the session schedule, access the information online at http://nah.southtexascollege.edu/rad or contact the Radiologic Technology Program at 956-872-3049.

B. Be admitted to the college as a high school graduate or GED equivalent.

C. Hold a minimum of an associate degree in a nursing, allied health profession or related field. Degrees that are not in nursing, allied health or a related field will be reviewed on a case-by-case basis.

D. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series. Students with criminal histories must provide proof of compliance from the American Registry for Diagnostic Medical Sonography (ARDMS) prior to application.

E. Meet technical standards as stated by the Diagnostic Medical Sonography Program.

F. Satisfy healthcare agency requirements prior to clinical practice.

G. Submit a completed Program application by the stated deadline. For more information contact the Diagnostic Medical Sonography Program at 956-872-3049 or access the information online at http://nah.southtexascollege.edu/rad.

Competitive Entry Selection Process

Admission to the Diagnostic Medical Sonography Program is based on a point system score. Selection of students is made one time a year. The deadline for applying to the Diagnostic Medical Sonography Program is the first Friday in September of the current year. For specific information on candidate selection process, please contact the Radiologic Technology Program at 956-872-3049 or access the information online at http://nah.southtexascollege.edu/rad.

Graduation Requirements

To earn an Advanced Technical Certificate in the Diagnostic Medical Sonography Program, students must meet college graduation requirements and complete all coursework as prescribed in the degree plan with a minimum grade of "C" in didactic courses and minimum grade of "B" in the clinical/practicum courses. Students must also pass the written and practicum examinations as required of the final Advanced Ultrasound and Review course.

NOTE: Please see program webpage for additional information regarding admission to the application process, curriculum changes, selection criteria, and procedures, and application revisions at http://nah.southtexascollege.edu/rad.

Joe Martinez, BS, RT(R), Director of Radiology, Rio Grande Regional Hospital
Kathleen Levy, ARRT(R)(N), Director of Radiology, McAllen Medical Center and McAllen Heart Hospital
Robert D. Gonzalez, RT(R), RDMS, RVT, Radiology Coordinator, McAllen Heart Hospital
Juan Aguine, RT(R), Staff Technologist, McAllen Medical Center
Ralph Martinez, RT(R), BSN, Director of Radiology, Mission Regional Medical Center
Juan Medina, RT(R), Supervisor of Radiology, Mission Regional Medical Center
Laurence Weinreich, MA, CRA, RT(R), Director of Radiology, Edinburg Regional Medical Center and Children's Hospital
Sandra Yanez, RT(R), Assistant Director of Radiology, Doctors Hospital at Renaissance
Maribel Thorn, RT(R)(M), Radiology Manager, Doctors Hospital at Renaissance

- Radiologic Technology Associate of Applied Science (p. 207)
- Diagnostic Medical Sonography Advanced Technical Certificate (p. 208)
Diagnosic Medical Sonography
Advanced Technical Certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tr>
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<tr>
<td>DMSO 1210</td>
<td>Introduction to Sonography</td>
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<td>DMSO 1260</td>
<td>Clinical</td>
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<td>DMSO 1302</td>
<td>Basic Ultrasound Physics</td>
<td>3</td>
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<td>DMSO 1341</td>
<td>Abdominopelvic Sonography</td>
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<td>DMSO 2305</td>
<td>Sonography of Obstetrics/Gynecology</td>
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<td>Second Semester</td>
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<tr>
<td>DMSO 1167</td>
<td>Practicum I</td>
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<td>DMSO 2351</td>
<td>Doppler Physics</td>
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<td>Third Semester</td>
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<td>DMSO 1167</td>
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<td>Sonography of Superficial Structures</td>
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<td>DMSO 2366</td>
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<td>DMSO 1342</td>
<td>Intermediate Ultrasound Physics</td>
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<td>Sonography of High Risk Obstetrics</td>
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<td>Sonography of Abdominopelvic Pathology</td>
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<td>Fifth Semester</td>
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1 Identifies courses to fulfill minimum 15 credit hour General Education requirement.
Occupational Therapy Assistant

This Selective Program has a competitive entry selection process based on a competitive point system. Application requirements are included in the description below.

Associate of Applied Science

The Occupational Assistant Program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 4720 Montgomery Lane, Suite 200 Bethesda, MD 20814-3449. AOTA’s phone number is 301-652-2682. Visit them online at: http://www.aota.org/Education-Careers/Accreditation.aspx.

Graduates of the program will be able to sit for the national certification examination for the occupational therapy assistant administered by the National Board for Certification in Occupational Therapy (NBCOT). After successful completion of this exam, the individual will be a Certified Occupational Therapy Assistant (COTA). This two-year program prepares individuals for careers as Certified Occupational Therapy Assistants (COTA).

In Texas, the COTA must obtain state licensure to practice under the supervision of a registered Occupational Therapist (OTR). This program has a Competitive Entry selection process based on a competitive point system.

The mandate of the profession is to assist patients to develop life skills by providing services with the ultimate goal of increasing their performance and participation in desired daily occupations. The recipients of therapy are those who have encountered problems that interfere with their ability to function in any stage of their development. The scope of services includes physical, cognitive, and psychological and psychosocial disorders.

Occupational Therapy Assistants typically are employed in clinical or community settings working in outpatient clinics, in-patient rehabilitation centers, public schools, and/or patients’ homes. Supervision by an Occupational Therapist is required for practice in Texas.

A felony conviction may affect a graduate’s ability to sit for the NBCOT certification or to attain state licensure. The Fieldwork Level II capstone courses listed in the fourth semester must be completed within eighteen (18) months after the end of the academic/technical courses.

Application Requirements

All applicants must:

A. Participate in the required Prospective Student Information session. For the session schedule, access the information online at http://nah.southtexascollege.edu/ota/index.html or contact the Occupational Therapy Program at 956-872-3161 or 956-872-3035.

B. Be admitted to the college as a high school graduate or GED equivalent

C. Meet TSI College Readiness Standards, or meet TSI exemption standards.

D. Complete all prerequisite courses with a minimum of "B" as listed in the Occupational Therapy Assistant Program Degree plan. BIOL 2401 Anatomy and Physiology I must be completed within the past five years and OTHA 1305 Principles of Occupational Therapy must be completed within the past two years.

E. Complete the ACT Exam including the Writing component. Achieve an ACT composite of 19 or above and a minimum of 16 in all individual areas (English, Math, Reading, and Science).

F. Complete the ACT Exam including the Writing component. Achieve an ACT composite of 19 or above and a minimum of 16 in all individual areas (English, Math, Reading, and Science). ACT Writing score must be a 6 or above. Scores must be current within the last 5 years. ACT Exemptions are not permitted.

G. Earn a cumulative grade point average of 3.0 or a 4.0 scale in all courses, including transfer courses, and those completed at STC.

H. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series. Students with criminal histories must provide proof of licensure eligibility from the Executive Council of Physical Therapy and Occupational Therapy Examiners (ECPTOTE). This process may take up to 6 months to complete. For more information contact the NAH Clinical Affairs Specialist at 872-3022.

I. Submit Documentation of Experience Forms as evidence of a minimum of twenty-five (25) hours of volunteer or work experience under the supervision of a COTA or OTR in two different settings, for a total of fifty (50) hours. One experience should be completed in an inpatient setting (hospital or nursing facility), and the other should be completed in a different type of setting such as an outpatient clinic or pediatric center. Home Health hours are not accepted. Therapists who supervise volunteer experiences cannot be a relative or personal friend of the student applicant.

J. Meet Technical Standards as stated by the Occupational Therapy Assistant Program.

K. Submit a completed Program application by stated deadline. For more information contact Occupational Therapy Assistant Program at 872-3161 or 872-3035 or access the information online at http://nah.southtexascollege.edu.

Competitive Entry Selection Process

The OTA Program selection process is based on a Point System evaluation. Points are awarded for the following selection criteria: GPA of OTA Program prerequisite and general education courses, volunteer/experience forms, and other optional items listed on the Application Form. Qualified applicants are numerically ranked based on the number of acceptance points earned, and are either accepted, placed on an alternate list, or not accepted. Due to program size limitations, a number of applicants who meet the additional program application requirements may not be admitted to the program. The typical number of new positions available on an annual basis is 20; the final number is dependent upon available resources. Should any of the accepted applicants decline admission, an alternate may be offered acceptance to the program. In the case of tied applicants, finalists will be chosen based on:

1. previous alternate status
2. date of application

A new applicant pool is established for each admission period. Applicants who are not admitted for the current application period must re-apply to be considered for a later application period.

Program Application

OTA Program applications are available annually from the OTA Program Department. The deadline...
for submission is the fourth Friday in May of the current year. Selection of students is made one time a year during the summer. Newly selected students attend program orientation in the summer and begin program classes in the fall semester.

NOTE: Please see program web page for additional information regarding the application process at http://nah.southtexascollege.edu/.

Graduation Requirements

To earn an Associate of Applied Science Degree in the Occupational Therapy Assistant Program, a student must meet college graduation requirements and complete all coursework as prescribed in the degree plan with a minimum grade of “C.”

Velma Esparza, OTR, McAllen
Jennifer Ybarra, OTR, Edinburg
Adina Santillan, COTA, San Juan
Iris Dovalina, COTA, Mission
Hermelinda Garcia, COTA, Edinburg
Amanda Delgado, COTA, McAllen
Hortencia Villegas, COTA, San Benito
Jesse Rodriguez, OTR, McAllen

Students interested in this program must complete the pre-requisite courses prior to applying for admission. Any of the other general education courses may also be taken before applying for admission into the program. Grades made in these courses will be computed using a “point system” for the student selection process.

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<th>Course Pre-requisites</th>
<th>Title</th>
<th>Credit Hours</th>
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<td>Select one of the following:</td>
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<td>HUMA 1301 Introduction to Humanities I - Western</td>
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<td>PHIL 1301 Introduction to Philosophy</td>
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<td>PHIL 2303 Introduction to Logic</td>
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<td>PHIL 2306 Introduction to Ethics</td>
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<td>PSYC 2314 Lifespan Growth and Development</td>
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<td>BIOL 2401 Anatomy and Physiology I</td>
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<td>SPCH 1318 Interpersonal Communications I</td>
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<td>ENGL 1301 Composition I I</td>
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First Semester

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<td>Human Structure and Function in Occupational Therapy</td>
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<tr>
<td>OTHA 1415</td>
<td>Therapeutic Use of Occupations or Activities I</td>
<td>4</td>
</tr>
<tr>
<td>OTHA 1341</td>
<td>Occupational Performance from Birth to Adolescence</td>
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Second Semester

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<td>OTHA 1349</td>
<td>Occupational Performance of Adulthood</td>
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<td>OTHA 2201</td>
<td>Pathophysiology in Occupational Therapy</td>
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<td>OTHA 1419</td>
<td>Therapeutic Interventions I</td>
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<td>OTHA 2335</td>
<td>Health Care Management in Occupational Therapy</td>
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Third Semester

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<th>Title</th>
<th>Credit Hours</th>
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<tbody>
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<td>Occupational Performance for Elders</td>
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<td>Therapeutic Interventions II</td>
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</tr>
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<td>OTHA 2160</td>
<td>Clinical - Occupational Therapy Assistant</td>
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<td>OTHA 2209</td>
<td>Mental Health In Occupational Therapy</td>
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Fourth Semester

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<td>OTHA 2367</td>
<td>CAPSTONE: Practicum-OTA (B)</td>
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</tr>
<tr>
<td>OTHA 2330</td>
<td>Workplace Skills for the OTA</td>
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</tr>
<tr>
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Total Credit Hours 60 Credit Hours

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement

Students must complete all CAPSTONE coursework with a passing grade to be eligible for graduation from the OTA program.
Physical Therapist Assistant

This Selective Program has a competitive entry selection process based on a competitive point system. Application requirements are included in the description below.

Associate of Applied Science

Physical Therapist Assistants, or PTA's, are skilled health care providers who work under the supervision of a physical therapist. PTAs assist the physical therapist in implementing treatment programs to help restore or improve function, relieve pain, encourage independence, and educate patients and their families.

PTAs work in settings such as hospitals, nursing homes, outpatient clinics, home health schools, sports facilities, and more. Patients/crients treated in physical therapy range from newborns to the elderly and sample diagnoses include athletic injuries, back/neck problems, strokes, spinal cord injuries, cerebral palsy, arthritis, and post-surgical conditions such as total joint replacements.

Care provided by a PTA may include:

• teaching patients/clients exercises to increase movement and flexibility
• helping increase a patient’s/client’s balance, strength and coordination
• providing training for activities such as walking with crutches, canes, or walkers
• use of physical agents and electrotherapy such as ultrasound and electrical stimulation

The Physical Therapist Assistant Program at South Texas College is accredited by:

Commission on Accreditation in Physical Therapy Education
1111 North Fairfax Street
Alexandria, VA 22314
Telephone: 703-706-3245
Email: accreditation@apta.org
Website: http://www.capteonline.org

Application Requirements

All applicants must:

A. Participate in the required Prospective Student Information Session. For the session schedule, access the information online at http://nah.southtexascollege.edu/pta/index or contact the Physical Therapy Assistant Program at 956-872-3161.
B. Be admitted to the college as a high school graduate or GED equivalent
C. Meet TSI Readiness Standards, or meet TSI exemption standards.
D. Complete all prerequisite courses with a minimum grade of “B” as listed in the Physical Therapist Assistant Program degree plan.
E. Complete the ACT Exam including the Writing component. Achieve an ACT composite of 19 or above and a minimum of 16 in all individual areas (English, Math, Reading, and Science). ACT Writing score must be a 6 or above.
F. Earn a minimum grade of “B” in “Introduction to Physical Therapy” course within the last two years. Required ACT + Writing test scores are needed to register for this course.

G. Earn a minimum cumulative GPA of 3.0 on a 4.0 scale in all courses, including transfer courses, and those completed at STC.
H. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series. Students with criminal histories must provide proof of licensure eligibility from the Executive Council of Physical Therapy and Occupational Therapy Examiners (ECPTOE) www.southtexascollege.edu/go/pta-chel. This process may take up to 6 months to complete. For more information contact the NAH Clinical Affairs Specialist at 872-3022.

I. Submit Documentation of Experience Forms as evidence of a minimum of twenty-five (25) hours of volunteer or work experience under the supervision of a PT or PTA in two different settings, for a total of fifty (50) hours. One experience should be completed in an inpatient setting (hospital or nursing facility), and the other should be completed in a different type of setting such as an outpatient clinic or pediatric center. Home, Health hours are not accepted. Therapists who supervise volunteer experiences cannot be a relative or personal friend of the student applicant.
J. Meet Technical Standards as stated by the Physical Therapist Assistant Program.
K. Submit a completed Program application by stated deadline. For more information contact Physical Therapist Assistant Program at 872-3161 or access the information online at http://nah.southtexascollege.edu/pta/index.

Competitive Entry Selection Process

The PTA Program selection process is based on a Point System evaluation. Points are awarded for the following selection criteria: GPA of PTA Program prerequisite and general education courses, volunteer experience forms, interview scores, Health Occupations Aptitude Examination scores, and optional points which may be obtained from items listed on the Application Form (for example, completion of CSFII 0101 College Success for Healthcare course with a B or better, etc.). Qualified applicants are numerically ranked based on the number of acceptance points earned, and are either accepted, placed on an alternate list, or not accepted. Due to program size limitations, a number of applicants who meet the additional program application requirements may not be admitted to the program. The typical number of new positions available on an annual basis is 20; the final number is dependent upon available resources. Should any of the accepted applicants decline admission, an alternate will be offered acceptance to the program. In the case of tied applicants, finalists will be chosen based on:

1. previous alternate status, and
2. date of application.

A new applicant pool is established for each admission period. Applicants who are not admitted for the current application period must re-apply to be considered for a later application period. PTA Program applications are available annually from the PTA Program Department. The window for submission of completed applications opens on the second Monday of June and closes on the second Monday of July of the current year. Selection of students is made one time a year during the summer. Newly selected students attend program orientation in the summer and begin program classes in the fall semester.

South Texas College 211
Graduation Requirements

To earn an Associate of Applied Science Degree as a Physical Therapist Assistant, a student must meet college graduation requirements and complete all coursework as prescribed in the degree plan with a minimum grade of "C." Students must achieve a minimum score of 75 percent to pass all PTA courses. Students must also pass the Level II Exit Exam as a requirement of the final Capstone course.

Licensure of Persons with History of Criminal Conviction / Substance Abuse

- According to the Texas Board of Physical Therapy Examiners PT Rules 343.5 the Board may deny a license to or discipline an applicant/respondent who has been found to have a history of substance abuse.
- According to the Texas Board of Physical Therapy Examiners PT Rules 343.9 the Board may revoke or suspend an existing valid license, disqualify a person from receiving or renewing a license or deny to a person the opportunity to be examined for a license because of a person’s conviction of a felony or misdemeanor if the crime directly relates to the practice of physical therapy.

Additional information regarding rules governing licensure may be found in the complete Physical Therapy rules located on the Executive Council of Physical Therapy and Occupational Therapy (http://www.ptot.texas.gov/) website.

*STC Board Policy (#3337) applies to all students participating in a Nursing or Allied Health Program clinical course. This policy requires all students to pass a criminal background check and drug screening prior to enrolling in a clinical course. This policy is being implemented to ensure uniform compliance with health care agency and state licensing regulations. Students having questions about this rule should see the Clinical Affairs Specialists, the PTA Program Chair or the Dean of Nursing and Allied Health Division. All consultations are confidential.

Kilo Alaniz, PTA, Knapp Medical Center
Bertha Puig, PT (Committee Chair), Puig Physical Therapy
Javier Rocha, PT, Arbor View Nursing & Rehab
Robert Puig, DPT, Puig Rehabilitation
Eloisa Hernandez-Cabrera, PT, Tru Rehab
David Huerta, OTR, PT, Rehab Plus
Rick Morales, PTA, Grand Terrace Nursing & Rehab
Randy Wright, PT, Legends Transitional Care Center
Marisa Longoria, PTA, Windsor Rehab
Kristina Ruiz, PTA, Evolutions Therapy

TSI LIABLE

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<tr>
<th>Course</th>
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<tr>
<td>BIOL 2401</td>
<td>Anatomy and Physiology</td>
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<tr>
<td>ENGL 1301</td>
<td>Composition</td>
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<td>PTHA 1409</td>
<td>Introduction to Physical Therapy</td>
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<td>BIOL 2402</td>
<td>Anatomy and Physiology</td>
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<td>PTHA 1405</td>
<td>Basic Patient Care Skills</td>
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<td>PTHA 1413</td>
<td>Functional Anatomy</td>
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<td>PTHA 2201</td>
<td>Essentials of Data Collection</td>
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Second Semester (Spring)

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<td>PSYC 2314</td>
<td>Lifespan Growth and Development</td>
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<td>PTHA 1321</td>
<td>Pathophysiology for the PTA</td>
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<td>PTHA 1531</td>
<td>Physical Agents</td>
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<td>Therapeutic Exercise</td>
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<td>PTHA 2205</td>
<td>Neurology</td>
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Fourth Semester (Fall)

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<td>PTHA 2431</td>
<td>Management of Neurological Disorders</td>
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<tr>
<td>PTHA 2435</td>
<td>Rehabilitation Techniques</td>
<td>4</td>
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<td>Humanities</td>
<td>Elective (p. 88)</td>
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<td><strong>Select one of the following:</strong></td>
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<td>HUMA 1301</td>
<td>Introduction to Humanities I - Western</td>
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<td>PHIL 1301</td>
<td>Introduction to Philosophy</td>
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<td>PHIL 2303</td>
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Fifth Semester (Spring)

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<tr>
<td>PTHA 2266</td>
<td>Practicum II</td>
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<tr>
<td>PTHA 2267</td>
<td>Practicum III</td>
<td>2</td>
</tr>
<tr>
<td>PTHA 2339</td>
<td>CAPSTONE: Professional Issues</td>
<td>3</td>
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<tr>
<td></td>
<td><strong>Credit Hours</strong></td>
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</table>

**Total Credit Hours** 63 Credit Hours

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement
Respiratory Therapy

This Selective Program has a competitive entry selection process based on a competitive point system. Application requirements are included in the description below.

Associate of Applied Science

This two-year program will prepare the student's knowledge, skills, and ethical attitude that will culminate in successful employment of the graduate as a licensed respiratory therapist. In turn, the graduate offers or provides optimal patient care to the community.

Application Requirements

All applicants must:

A. Participate in the required Prospective Student Information Session. For the session schedule, access the information online at http://nah.southtexascollege.edu or contact the Respiratory Therapy Program at 956-872-3023.

B. Be admitted to the college as a high school graduate or GED equivalent.

C. Meet TSI College Readiness Standards, or meet TSI exemption standards.

D. Complete all prerequisite courses with a minimum of "B" as listed in the Degree plan.

E. Earn a minimum cumulative GPA of 3.0, on a 4.0 scale.

F. Science coursework listed in the degree plan must be within the past 5 years of nursing clinical courses. For more information contact the NAH Clinical Affairs Specialist at 872-3022.

G. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series.

H.Meet Technical Standards as stated by the Program.

I. Submit a completed Program application by stated deadline. For more information contact Respiratory Therapy Program at 956-872-3023 or access the information online at http://nah.southtexascollege.edu.

Competitive Entry Selection Process

The Respiratory Therapy program selection criteria are based upon a point system score comprised of degree plan course GPA, number of degree plan courses, and required test scores. Due to program size limitations, a number of applicants who meet the program admissions requirements may not be admitted to the program. Qualified applications are numerically ranked from highest to lowest in points.

A new applicant pool is established for each admission period. Applicants who were not admitted for the current application period must re-apply to be considered for a later application period.

NOTE: Please see program webpage for additional information regarding the application process http://nah.southtexascollege.edu/.

Graduation Criteria

To earn an Associate of Applied Science in the Respiratory Therapy Program, a student must meet college graduation requirements and complete all coursework as prescribed in the degree plan with a minimum grade of "C" in didactic courses and minimum grade of "B" in the clinical/practicum courses.

Dr. Juan Manuel Ortiz, MD, Medical Director
Darel Smith, RRT, MCA llen Medical Center
Connie Mendiola, RRT, MCA llen Medical Center
George Barajas, RRT, Mission Regional Medical Center
Marissa Perales, RRT, Lee's Pharmacy
Hernelinda G. Lopez, Starr County Hospital
Carlos Carrillo, CRT, Lifecare Hospital
Dr. Genny Carrillo, Texas A&M Health Science Center
Alma Summers, RRT, Knapp Medical Center
Fernando Zepeda, RRT, Knapp Medical Center
Marylou Arguijo, RRT, Doctor's Hospital at Renaissance
Yvette Ysaguirre, RRT, Rio Grande Regional Medical Center
Kenneth Smith, CRT, Rio Grande Regional Medical Center
Jose Echiveste, RRT, Edinburg Regional Medical Center

South Texas College
### Fifth Semester

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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<tr>
<td>RSPT 2266</td>
<td>Practicum III</td>
<td>2</td>
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<tr>
<td>RSPT 2319</td>
<td>Mechanical Ventilation for the Neonatal/Pediatric Patient</td>
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</tr>
<tr>
<td>RSPT 2267</td>
<td>Practicum IV</td>
<td>2</td>
</tr>
<tr>
<td>RSPT 2231</td>
<td>Simulations in Respiratory Care (CAPSTONE)</td>
<td>2</td>
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</table>

**Total Credit Hours:** 60

---

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement
Vocational Nursing

This Selective Program has a competitive entry selection process based on a competitive point system. Application requirements are included in the description below.

Vocational Nursing Certificate

The Vocational Nursing Program (VN) is approved by the Texas Board of Nursing (TBON). Upon completion of this one year program, the graduate will be eligible to sit for the National Council Licensure Examination for Vocational Nurses (NCLEX-PN). After successful completion of the exam, the individual will be a Licensed Vocational Nurse (LVN). The Texas Nursing Practice Act (NPA) defines the legal scope of practice for licensed vocational nurses (LVNs). The LVN scope of practice is a directed scope of practice and requires appropriate supervision of a registered nurse, advanced practice nurse, physician assistant, physician, dentist, or podiatrist.

The program prepares the graduate to provide compassionate patient-centered care, to be a patient safety advocate, and to be a member of the health care team in various health care settings. This intensive three semester program offers classroom instruction and related clinical practice in the four basic areas of nursing care: adults, mothers and newborns, children, and the elderly. Graduates of this program will have a wide array of opportunities for providing nursing care for patients in structured health care settings. Patients cared for by Vocational Nurses typically are experiencing common, well-defined health problems with predictable outcomes. Students seeking entry in the Vocational Nursing program must file a program specific application and complete additional admission procedures as required. (Please see a VN advisor for specific criteria, courses and procedures).

Application Requirements

All applicants must:

A. Participate in the required Prospective Student Information Session. For the session schedule, access the information online at http://nah.southtexascollege.edu or contact the Vocational Nursing Program at 956-872-3135 or 956-447-6632.

B. Be admitted to the college as a high school graduate or GED equivalent.

C. Meet TSI College Readiness Standards, or meet TSI exemption standards. This mandatory for students accepted for enrollment in a nursing education program and permits the Texas Board of Nursing (TBON) to initiate declaratory orders for eligibility proceedings based on positive criminal background checks; make permanent the Board’s authority to impose deferred disciplinary action; clarified that action may be taken against a nurse's license based on action taken by a division of the United States Military; authorized the BON, in conjunction with a disciplinary action, to require a nurse to abstain from use of alcohol and drugs and submit to random drug testing; provided for limited non-disclosure of disciplinary proceedings that result in a Board order requiring the nurse to participate in a Board-approved peer assistance program to address a problem that the nurse is experiencing with mental illness or chemical dependency; as well as making other changes relating to disciplinary action taken by the Board.

The STC Board of Trustees approved Board Policy #3337 on July 15, 2004 for all students participating in any Nursing and Allied Health clinical program meet established program standards for professional practice established by the Dean of Nursing and Allied Health. This policy is implemented to ensure compliance with health care agency standards and state licensing

or 956-447-6632 or access the information online at http://nah.southtexascollege.edu.

Competitive Entry Selection Process

The VN Program selection process is based on Point System evaluation. The selection criteria are used to assess the applicant's acceptance points. Points are given for the following selection criteria: VN program prerequisite courses, Prerequisite G. P. A., and other optional items listed in the Application Form. A maximum acceptance point is calculated for each application period based on the qualified applicant pool and the number of slots available. Maximum acceptance points may vary for each application period. Due to program size limitations, a number of applicants who meet the program additional requirements may not be admitted to the program. Qualified applications with total points above acceptance score will be admitted and applicants with total points below the acceptance score will be denied. Applicants with total points equal to the acceptance score will be designated as alternates. Should any of the admitted applicants decline admission, an alternate will be offered admissions to the program. A random draw of alternate applicants with the total points equal to the acceptance score will be used as necessary.

A new applicant pool is established for each admission period. Applicants who were not admitted for the current application period must re-apply to be considered for a later application period.

NOTE: Please see program webpage for additional information regarding the application process at http://nah.southtexascollege.edu/.

Graduation Requirements

To earn a certificate in Vocational Nursing, a student must meet college graduation requirements and complete all coursework as prescribed in the degree plan with a minimum grade of “C”.

Licensure of Persons with Criminal Convictions

Nurse Practice Act for the State of Texas (Senate Bill 1058) made criminal background checks mandatory for students accepted for enrollment in a nursing education program and permits the Board of Nursing (BON or Board) to initiate declaratory orders for eligibility proceedings based on positive criminal background checks; made permanent the Board’s authority to impose deferred disciplinary action; clarified that action may be taken against a nurse's license based on action taken by a division of the United States Military; authorized the BON, in conjunction with a disciplinary action, to require a nurse to abstain from use of alcohol and drugs and submit to random drug testing; provided for limited non-disclosure of disciplinary proceedings that result in a Board order requiring the nurse to participate in a Board-approved peer assistance program to address a problem that the nurse is experiencing with mental illness or chemical dependency; as well as making other changes relating to disciplinary action taken by the Board.

The STC Board of Trustees approved Board Policy #3337 on July 15, 2004 for all students participating in any Nursing and Allied Health clinical program meet established program standards for professional practice established by the Dean of Nursing and Allied Health. This policy is implemented to ensure compliance with health care agency standards and state licensing.
regulations. This policy is being implemented to ensure uniform compliance with healthcare agency and state licensing regulations. Students having questions about this rule should see the Clinical Affairs Specialists or the VN Program Chair. All consultations are confidential.

Chair, Pamela Bond, RN, MBA, Education Director, Rio Grande Regional Hospital
Elma Lopez, RN, Starr County Memorial Hospital
Katherine Dassler, MSN, RN, Chief Nurse Executive, Rio Grande Regional Hospital
Mary Thomas, RN, Education, Mission Regional Medical Center
Candi Constantine, MSN, RN, F.A.C.H.E., CCRN, CEN, Systems CNO, South Texas Health System
Pat Palomo, RN, MSN, Nurse Educator, Valley Baptist Hospital
Cat Domain, Chief Nurse Executive, Edinburg Regional Hospital
Romero Valades, Administrator, Presidente Home Care

## TSI LIABLE

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<tr>
<td><strong>First Semester</strong></td>
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<tr>
<td>VNSG 1420</td>
<td>Anatomy and Physiology for Allied Health or Anatomy and Physiology I and Anatomy and Physiology II</td>
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<td>or BIOL 2401</td>
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<td>and BIOL 2402</td>
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<td>VNSG 1500</td>
<td>Nursing in Health &amp; Illness I</td>
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<td>VNSG 1304</td>
<td>Foundations of Nursing</td>
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<td>VNSG 1323</td>
<td>Basic Nursing Skills</td>
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<td>VNSG 1160</td>
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<td>VNSG 1161</td>
<td>Clinical I - B</td>
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<td>VNSG 1327</td>
<td>Essentials of Medication Administration</td>
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<td>VNSG 1509</td>
<td>Nursing in Health and Illness II</td>
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<td>VNSG 1162</td>
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<td>VNSG 2331</td>
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<td>VNSG 1105</td>
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<td>VNSG 1362</td>
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¹ CAPSTONE: Successfully passing VNSG 2510 Nursing in Health and Illness III, VNSG 1105 NCLEX-PN Review and VNSG 1362 Clinical III.
Selective Programs

Emergency Medical Technology
(p. 218)
• EMT-Basic (Certificate) (p. 218)
• EMT-Intermediate (Certificate) (p. 218)
• EMT-Paramedic (Certificate) (p. 218)
• EMT-Paramedic (Associate of Applied Science) (p. 218)

Health and Medical Administrative Services
(p. 221)
• Electronic Health Record Specialist (Certificate) (p. 221)
• Medical Coding Specialist (Certificate) (p. 221)
• Medical Information/Transcription Specialist (Certificate) (p. 221)
• Health Information Technology (Associate of Applied Science) (p. 221)

Medical Assistant Technology
(p. 224)
• Medical Assistant Technology (Certificate) (p. 224)
• Medical Office Specialist (Certificate) (p. 224)
• Medical Assistant Technology (Associate of Applied Science) (p. 224)

Patient Care Assistant
(p. 226)
• Patient Care Assistant (Certificate) (p. 226)

Pharmacy Technology
(p. 227)
• Pharmacy Technology (Certificate) (p. 227)
• Pharmacy Technology (Associate of Applied Science) (p. 227)
Emergency Medical Technology

This program is a Selective Program. Application requirements are included in the description below.

Emergency Medical Technology

The Emergency Medical Technology program prepare students to deliver out-of-hospital emergency care at the scene of an accident or a medical emergency. A student graduating with an EMT Certificate or Associate of Applied Science degree will be prepared to fill positions of EMT Basic, EMT Intermediate, and EMT Paramedic. Emergency Medical Technicians typically serve as vital members of the Emergency Medical Services Team who can, with competence, use their medical skills to relieve suffering and reduce injury severity and death.

EMT Basic Certificate

Instruction at the basic level will serve as a foundation for the other two advanced levels, as well as concentrate on learning general anatomy and physiology and general patient assessment. Students will learn and practice lifesaving procedures such as oxygen administration, spinal motion restriction, bandaging, splinting, and administration of certain medications. Upon Completion of this course students will be eligible to take the NREMT Basic exam provided by the National Registry and apply to Texas for EMT Basic Certification.

EMT Intermediate Certificate

At the intermediate level students will continue to use the foundation they learned as an EMT Basic. They will study in depth the areas of patient assessment, anatomy and physiology of the circulatory system and the respiratory system. They will then practice and perform advanced invasive lifesaving procedures such as intravenous (IV) administration and endotracheal intubation. Upon Completion of this course students will be eligible to take the AEMT exam provided by the National Registry and apply to Texas for Intermediate Certification. Must be EMT Basic Certified by the Texas Department of State and Health Services or National Registry.

EMT Paramedic Certificate

The highest level that an EMT can achieve is the level of paramedic where the student will concentrate on a more comprehensive patient assessment and learn advanced medical skills such as electrocardiogram interpretation and treatment. The student will also learn and will be able to administer the most current trends in pharmacological treatments, as well as learning the latest care administered in Advance Cardiac Life Support. Upon Completion of this course students will be eligible to take the NREMT Paramedic exam provided by the National Registry and apply to Texas for EMT Paramedic Licensure or EMT Paramedic Certification. Students are prepared for both the written and practical Texas Department of State Health Services and National Registry Certification exams at each level or Licensure at the Paramedic level only. These exams measure proficiency and competency in the standards set by the Texas Department of Health. Completion of the EMT courses will allow the student to be eligible for TDH Certification, thus making the student employable in many settings such as Hospital Emergency Rooms, Industrial Sites, Air Ambulances, Private EMS Providers, Public EMS Providers, City Fire Departments, and Special Rescue Groups. Must be EMT Basic Certified by the Texas Department of State and Health Services or National Registry. EMT Associate of Applied Science: Students may complete the certificate in two and four semesters. Courses taken for the certificate program may be applied toward completion of the two-year Associate of Applied Science Degree in Emergency Medical Technology. Upon completion of the degree, the student is eligible to apply to the state of Texas as a Licensed Paramedic.

Application Requirements

All applicants must

A. Participate in the required Prospective Student Information Session. For the session schedule, access the information online at http://nah.southtexascollege.edu or contact the Emergency Medical Technology Program at 972-3178.

B. Be admitted to the college as a high school graduate or GED equivalent.

C. AAS Degree Option: Meet TSI College Readiness Standards, or meet TSI exemption standards.

D. Earn a minimum cumulative GPA of 2.5 on a 4.0 scale for all courses completed at STC.

E. Be 18-years of age to be eligible for certification by the Texas Department of State and Health Services or National Registry.

F. Hold a valid Texas Driver’s License or Texas ID.

G. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series.

H. Submit a completed program application.

Program Application

Program applications are available from EMT faculty and will be discussed and completed during advisement prior to registration. Please contact the EMT Program office at 956-872-3178 for additional information.

NOTE: Please see program web page for additional information regarding the application process at http://nah.southtexascollege.edu/emt/.

Graduation Requirements

To earn the Emergency Medical Technology Certificate or Associate of Applied Science Degree, a student must meet all college graduation requirements and complete all coursework as prescribed in the degree plan with a minimum grade of “C”.

Roberto M. Gonzalez, MD, General Surgeon, STC EMT Program Medical Director, Private Practice
Noel Garcia, EMT-P, EMS Director, Starr County EMS
Humberto Saenz, Director of Operations, STAT EMS
Noemi Sanchez, EMTI, DSHS EMS Program Specialist
Raul Alviso, EMT-P, Hidalgo EMS Code Enforcement/Compliance
Francina Atkins, Regional Faculty for American Heart Association
Michael Farris, RN/Paramedic at Rio Grande Regional Hospital
Dr. Robert Gonzalez Jr., Program Director, STC EMT Program Director/Chair
Henry Cortez, RN EMT Faculty
Lt. Javier Alaniz, LP, McAAllen Fire Department
Carlos Tello, STC EMT Program Assistant Chair
Ray Medina, EMT-P, Flight Nurse Air Evac
Ben Martinez, Med-Care Clinical Liaison
### Emergency Medical Technology Basic Certificate

**TSI EXEMPT**

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<thead>
<tr>
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<tbody>
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</tr>
<tr>
<td>EMSP 1501</td>
<td>Emergency Medical Technician</td>
<td>5</td>
</tr>
<tr>
<td>EMSP 1160</td>
<td>EMT - Basic Clinical</td>
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<td>EMSP 1166</td>
<td>EMT - Basic Practicum</td>
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<td>EMSP 1208</td>
<td>Emergency Vehicle Operations</td>
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<tr>
<td>EMSP 1371</td>
<td>EMS Documentation</td>
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<tr>
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Eligible for the Texas Department of Health State Certificate Exam-EMT Basic

Credit Hours: 16

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<td>EMSP 1338</td>
<td>Introduction to Advanced Practice</td>
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<td>EMSP 1356</td>
<td>Patient Assessment and Airway Management</td>
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<td>Trauma Management</td>
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<td>EMSP 1161</td>
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Liable for the Texas Department of Health State Certificate Exam-EMT Intermediate

Credit Hours: 11

### Emergency Medical Technology Intermediate Certificate

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Eligible for the Texas Department of Health State Certificate Exam-EMT Basic

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<td>EMSP 1338</td>
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Eligible for Texas Department of Health State Certificate Exam-Paramedic Level

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<td>Special Populations</td>
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Credit Hours: 9

### Emergency Medical Technology Paramedic Certificate

**TSI LIABLE**

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<td>EMSP 1371</td>
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Eligible for the Texas Department of Health State Certificate Exam-EMT Basic

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<td>EMT - Intermediate Hospital Clinical</td>
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<td>EMS EMTI Practicum</td>
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Eligible for the Texas Department of Health State Certificate Exam-EMT Intermediate

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Credit Hours: 8

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<td>Medical Emergencies</td>
<td>4</td>
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<tr>
<td>EMSP 2330</td>
<td>Special Populations</td>
<td>3</td>
</tr>
<tr>
<td>EMSP 2160</td>
<td>Paramedic Clinical I</td>
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<tr>
<td>EMSP 2166</td>
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\(^1\) Identifies courses to fulfill minimum 15 credit hour General Education requirement.
Health and Medical Administrative Services

This program is a Selective Program. Application requirements are included in the description below.

Electronic Health Record Specialist

Certificate

The Electronic Health Record Specialist is a one semester certificate that will prepare the students for entry level positions with knowledge and skills required to transition from a paper based record to an electronic health record, and learn the basic functions and the use of the technology for the Electronic Health Record (EHR). Medical clinics, hospitals, doctors’ offices, in all types of facilities, and in various locations within a facility offer various employment settings for an Electronic Health Record Specialist. Electronic Health Record Specialist can pursue a lifelong program of continuing education.

Medical Coding Specialist

Certificate

Medical Coding Specialist Certificate prepares students to access health information, identify diagnoses, and assign appropriate medical codes to narrative descriptions of health diseases and procedures required for reimbursement, medical research, quality assurance, or risk management.

Medical clinics, hospitals, doctors’ offices, private coding agencies, consulting firms, and home offices offer various employment settings for Coding Specialist. Coders may pursue a certified coding specialist rating by passing the National Certification Examination that measures proficiency and competency in the standards set by the American Health Information Management Association. Medical coding specialists pursue a lifelong program of continuing education.

*Students are eligible to participate for the national examination that qualifies them for a certificate as a Certified Coding Specialist (CCS), Certified Coding Associate (CCA), or Certified Coding Specialist - Physician-based (CCS-P).

Medical Information/Transcription Specialist

Certificate

The Medical Information/Transcription Specialist certificate is designed to provide health care facilities with professionally trained individuals who will promote the smooth operation of an office or department within a health care agency. These professionals, during the course of overseeing the day-to-day operations, maintain an efficient records system, and utilize a variety of office equipment that facilitates the administrative clerical functions of the medical department/office.

It also prepares students to for physician-directed reporting, speech recognition editing, regulatory compliance, advanced editing, health information technology and health care documentation standards describing a patient’s medical care and condition. These reports include office chart notes, history and physical examinations, consultations, discharge summaries, laboratory tests and diagnostic studies. Medical clinics, hospitals, doctors’ offices, coding/transcription agencies and home offices offer various employment settings for Medical Information/Transcription Specialist.

Transcriptionists may pursue a level 1 Registered Healthcare Document Specialist (RHDS) or a level 2 Certified Healthcare Document Specialist (CHDS) credential in healthcare documentation by passing the national certification examination administered by the Association for Healthcare Documentation Integrity (AHDI). Medical Information/Transcription Specialist can pursue a lifelong program of continuing education.

Students enrolling in this program must type a minimum of 35 words per minute as determined by department evaluation. As part of the program, students will complete an internship that enables them to gain real-world experience.

Health Information Technology

Associate of Applied Science

The Associate of Applied Science Degree in Health Information Technology prepares students for careers as Health Information Technicians.

Health Information Technicians are responsible for maintaining components of health information systems consistent with the medical administrative, ethical, and legal, accreditation, and regulatory requirements of the health care delivery system. In all types of facilities and in various locations within a facility, the health information technician possesses the technical knowledge and skills necessary to process, maintain, complete and report health information data for reimbursement, facility planning, marketing, risk management, utilization management, quality assessment and research; abstract and code, clinical data using appropriate classification systems; and analyze health records according to standards.

As part of the degree plan, students will complete an internship that enables them to gain real-world experience. In addition, students are prepared for a national exam that measures proficiency and competency in the standards set by the American Health Information Management Association.

*The Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM) has accredited the program in cooperation with the Council on Accreditation of the American Health Information Management Association (AHIMA). Students are eligible to participate for the national examination that qualifies them for a certificate as a Registered Health Information Technician (RHIT).

Application Requirements

A. Participate in the required Prospective Student Information Session. For the session schedule, access the information online at http://nah.southtexascollege.edu or contact the HMAS Program at 872-3170.
B. Submit an application for admission online at Apply Texas (www.applytexas.org).
C. AAS Degree Option: Meet TSI College Readiness Standards, or meet TSI exemption standards.
D. Earn a minimum cumulative GPA of 2.5 on a 4.0 scale for all courses completed at STC.
E. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series.
F. Submit a completed program application.

NOTE: For up-to-date program information, admission requirements and registration see: http://nah.southtexascollege.edu/
Nursing and Allied Health Graduation Requirements

To earn the Electronic Health Record, Medical Information Specialist Certificate, the Medical Transcriptionist Certificate or an Associate of Applied Science Degree in Health Information Technology, a student must meet all college graduation requirements and complete all coursework as prescribed in the specific degree plan with a minimum grade of “C.”

Dan Elizondo, RHIT, Director, HIM Dept., Mission Hospital
Julian Garcia, RHIT, Donna High School
Minerva Lamar Martinez, RHIA, Director, HIM Dept., Starr County Hospital
Cyndi Lara, Office Manger, Dr. Joseph M. Caporusso
Sandra Naranjo, Medical Records Coordinator, Mission Nursing Home
Marivel Perez, RHIT, Assistant Director, South Texas Health Systems
Veronica Ramirez, RHIT, Director, HIM Dept., Rio Grande Regional Hospital
Claudia P. Tovar, Cancer Registry Specialist
Juliana Alvarez-Obregon, RN, Hospice Clinical Specialist
Nancy Rodriguez, Office Manager, Rio Grande Regional Surgery Center

1 Advisory Committee Chair

- Electronic Health Record Specialist Certificate (p. 222)
- Medical Coding Specialist Certificate (p. 222)
- Medical Information/Transcription Specialist Certificate (p. 222)
- Health Information Technology Associate of Applied Science (p. 222)

Electronic Health Record Specialist Certificate

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<tr>
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<tbody>
<tr>
<td>HITT 1305</td>
<td>Medical Terminology I</td>
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<td>HITT 1301</td>
<td>Health Data Content and Structure</td>
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<tr>
<td>POFM 1317</td>
<td>Medical Administrative Support</td>
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<tr>
<td>HITT 1341</td>
<td>Coding and Classification Systems</td>
<td>3</td>
</tr>
<tr>
<td>HITT 2371</td>
<td>Current Procedural Terminology Coding CPT-4</td>
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<tr>
<td>HITT 1211</td>
<td>Health Information Systems</td>
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<td>HITT 1253</td>
<td>Legal and Ethical Aspects of Health Information</td>
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Medical Coding Specialist Certificate

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Medical Information/Transcription Specialist Certificate

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Total Credit Hours: 38 Credit Hours

Health Information Technology Associate of Applied Science

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Second Semester

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Total Credit Hours: 38 Credit Hours

Third Semester

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Total Credit Hours: 38 Credit Hours

Health Information Technology Associate of Applied Science

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Second Semester

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<td>Pathophysiology</td>
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<tr>
<td>HITT 1349</td>
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Third Semester

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<tr>
<td>HITT 2372</td>
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<td>HITT 2335</td>
<td>Coding and Reimbursement Methodologies</td>
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<tr>
<td>HITT 1253</td>
<td>Legal and Ethical Aspects of Health Information</td>
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<td>HITT 1166</td>
<td>Coding Practicum (CAPSTONE)</td>
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Total Credit Hours: 38 Credit Hours

Third Semester

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<tr>
<td>NURA 1407</td>
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<tr>
<td>or VNSG 1420</td>
<td>Anatomy and Physiology for Allied Health</td>
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<tr>
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Second Semester

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<td>POFM 1317</td>
<td>Medical Administrative Support</td>
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<tr>
<td>HITT 1341</td>
<td>Medical Terminology I</td>
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Third Semester

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<td>Advanced Medical Terminology</td>
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<tr>
<td>HITT 1253</td>
<td>Legal and Ethical Aspects of Health Information</td>
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Total Credit Hours: 38 Credit Hours

Health Information Technology Associate of Applied Science

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<td>NURA 1407</td>
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<td>Medical Administrative Support</td>
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<td>HITT 1211</td>
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<td>MATH 1332</td>
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<td>HITT 2166</td>
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<td>Humanities Elective (p. 88)</td>
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<tr>
<td>PHIL 2306</td>
<td>Introduction to Ethics</td>
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<td>PHIL 2303</td>
<td>Introduction to Logic</td>
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<td>Introduction to Humanities I - Western</td>
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<td>HITT 1255</td>
<td>Health Care Statistics</td>
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<td>HITT 2343</td>
<td>Quality Assessment and Performance Improvement</td>
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<td>HITT 2339</td>
<td>Health Information Organization and Supervision</td>
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Total Credit Hours: **60**

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement
Medical Assistant Technology
This program is a Selective Program. Application requirements are included in the description below.

Medical Assistant Technology Certificate and Associate of Applied Science

Medical assistants are multi-skilled health care professionals with a strong background in basic patient care and assessment; medical laboratory procedures including performing routine blood and urine analysis; appropriate emergency medical care procedures; problem-solving skills; effective teamwork, oral and written communication skills; and proper medical office administrative procedures for managing medical records, medical transcription, and medical insurance billing. As part of the degree plan, students will complete an internship enabling them to gain real medical office experience.

South Texas College has been approved to serve as a proctoring site for students seeking certification by the National Center for Competency Testing (NCCT).

Upon successful completion of the coursework students are eligible to participate in any of the national examinations offered by NCCT for multiple credentials including the National Certified Medical Assistant (NCMA), National Certified Medical Office Assistant (NCMOA), Nationally Certified Phlebotomy Technician (NCPT), and the National Certified ECG Technician (NCET).

Application Requirements
All applicants must:
A. Participate in the required Prospective Student Information Session. For the session schedule, access the information online at http://nah.southtexascollege.edu or contact the Medical Assistant Technology Program at 956-872-3018.
B. Be admitted to the college as a high school graduate or GED equivalent
C. AAS Degree Option: Meet TSI College Readiness Standards, or meet TSI exemption standards.
D. Level 2 Certificate Option: Meet TSI College Readiness Standards, or meet TSI exemption standards, or complete developmental classes with a grade of "C" or better or course placement as follows:
   • Completion of INRW 0304 Integrated Reading and Writing or equivalent.
   • Completion of INRW 0304 Integrated Reading and Writing or equivalent.
   • Completion of MATH 0200 Developmental Mathematics II or equivalent.
E. Earn a minimum cumulative GPA of 2.5 on a 4.0 scale for all courses completed at STC
F. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series.
G. Submit a completed program application.

Program Application
Program applications are available from Medical Assistant Technology faculty and will be discussed and completed during advisement prior to registration. Please contact the Program office at 956-872-3018 for additional information or appointment with program faculty.

NOTE: Please see program web page for additional information regarding the application process at http://nah.southtexascollege.edu.

Graduation Requirements
To earn a Certificate or Associate of Applied Science Degree in Medical Assistant Technology, a student must meet all college graduation requirements and complete all coursework as prescribed in the degree plan with a minimum grade of "C".

Medical Office Specialist Certificate
The Medical Office Specialist is a health care worker with medical office administrative skills for managing the front office, medical records, and medical insurance billing. As part of the degree plan, students will complete an internship enabling them to gain real medical front office experience.

Martin Garza, MD, DLC Pediatric Center, Edinburg
Norma Gutierrez, MA, Alfredo V. Gonzalez, MD PA, Pharr
Grace Lawson, Executive Director, El Milagro Clinic, McAllen
Gloria Sandoval, NCMA, DLC Pediatric Center, Edinburg
Petra Treviño, El Milagro Clinic, McAllen
Martha Leos, Education Supervisor, Access Esperanza Clinics, McAllen
Juan Carlos Garcia, MA, Industrial Health Works, McAllen
Delia Martinez, Clinic Administrator, Samuel Garcia, Jr., MD, McAllen
Nereyda Fiala, MA, Samuel Garcia, Jr., MD, McAllen
Azucena Molina, MA, Mario Anzalduas, MD, Mission Gerardo Maya, MA, Preventive Health Solutions, McAllen
Debra Franco, South Texas Juvenile Diabetes Association
   • Medical Assistant Technology Certificate (p. 224)
   • Medical Office Specialist Certificate (p. 225)
   • Medical Assistant Technology Associate of Applied Science (p. 225)

Medical Assistant Technology Certificate

<table>
<thead>
<tr>
<th>Course Title Credit Hours</th>
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<tbody>
<tr>
<td>HITT 1305 Medical Terminology I 3</td>
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<tr>
<td>MDCA 1221 Administrative Procedures 3</td>
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<tr>
<td>MDCA 1343 Medical Insurance 3</td>
</tr>
<tr>
<td>MDCA 1409 or VNSG 1420 Anatomy and Physiology for Medical Assistants or Anatomy and Physiology for Allied Health 4</td>
</tr>
<tr>
<td>MDCA 1205 Medical Law and Ethics 2</td>
</tr>
<tr>
<td>MDCA 1166 Practicum I 1</td>
</tr>
<tr>
<td>MDCA 1348 Pharmacology and Administration of Medications 3</td>
</tr>
<tr>
<td>HPRS 2301 Pathophysiology 3</td>
</tr>
<tr>
<td>MDCA 1352 Medical Assistant Laboratory Procedures 3</td>
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TSI LIABLE

Credit Hours 16

Second Semester

MDCA 1348 Pharmacology and Administration of Medications 3
HPRS 2301 Pathophysiology 3
MDCA 1352 Medical Assistant Laboratory Procedures 3

224 Medical Assistant Technology
| PLAB 1223 | Phlebotomy for Medical Assistants | 2 |
| MDCA 1167 | Practicum II | 1 |

**Third Semester**

| MDCA 1317 | Procedures in a Clinical Setting | 3 |
| PSYC 2301 or PSYC 2314 | General Psychology or Lifespan Growth and Development | 3 |

Select one of the following:

| SPCH 1311 | Introduction to Speech Communication | 3 |
| SPCH 1315 | Public Speaking | 3 |
| SPCH 1318 | Interpersonal Communications | 3 |
| SPCH 1321 | Business and Professional Communication | 3 |
| MDCA 1254 | Medical Assisting Credentialing Exam Review | 2 |

Total Credit Hours: 12

**Summer Session I**

Math and Natural Sciences Elective (p. 89) 3-4

Select one of the following:

| BIOL 2401 | Anatomy and Physiology I | 3 |
| BIOL 2402 | Anatomy and Physiology II | 3 |
| MATH 1414 | College Algebra | 3 |
| MATH 1332 | Contemporary Mathematics | 3 |

Credit Hours: 3-4

**Third Semester**

| Humanities Elective (p. 88) | 3 |
| MDCA 1317 | Procedures in a Clinical Setting | 3 |
| PSYC 2301 or PSYC 2314 | General Psychology or Lifespan Growth and Development | 3 |

Select one of the following:

| SPCH 1311 | Introduction to Speech Communication | 3 |
| SPCH 1315 | Public Speaking | 3 |
| SPCH 1318 | Interpersonal Communications | 3 |
| MDCA 1254 | Medical Assisting Credentialing Exam Review | 2 |

Total Credit Hours: 12

**Fourth Semester**

| HITT 1341 | Coding and Classification Systems | 3 |
| ENGL 1301 | Composition I | 3 |
| SPAN 1411 | Beginning Spanish I for Non-Spanish Speakers | 4 |
| HITT 2371 | Current Procedural Terminology Coding CPT-4 | 3 |
| MDCA 2266 | CAPSTONE: Practicum III | 2 |

Credit Hours: 15

Total Credit Hours: 60-61 Credit Hours

---

1. Identifies courses to fulfill minimum 15 credit hour General Education requirement.
Patient Care Assistant

This program is a Selective Program. Application requirements are included in the description below.

Patient Care Assistant Certificate

This is a 16 credit hour certificate program that offers classroom instruction and related clinical practice in the basic nursing care of adults, children, infants and the elderly. The need for qualified patient care assistants in long-term care is growing at a tremendous rate. The philosophy of care for residents in these facilities has changed from one of custodial care to an implementation of restorative care in which the resident is assisted to reach an optimal potential for physical, mental, and emotional well-being. This care can only be provided by knowledgeable and educated staff. After successful completion of the Texas Department of Aging Nurse Aide Competency Examination, students will focus on acute care and specialized patient care. Entry-level skills in phlebotomy, EKG, and monitor technician are included. Students are prepared to work in the many fields available to them such as home health, hospitals, nursing homes, hospice agencies, doctors’ offices, and clinics.

After successful completion of all course requirements students are eligible to take the National Center for Competency Testing examination for Patient Care Technician. STC provides the National Healthcareer Association certification examinations for Patient Care Technician, Phlebotomist and EKG technician.

Program Entry Requirements

A. All applicants must meet general admission requirements to South Texas College.
B. Earn a minimum cumulative GPA of 2.0 on a 4.0 scale for all courses completed at STC.
C. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series.
D. Submit a completed program application.

Program Application

Please contact the PCA Program office at 956-872-3049 for additional information or appointment with program faculty.

NOTE: Please see program web page for additional information regarding the application process at http://nah.southtexascollege.edu/pca/.

Graduation Requirements

To earn the Patient Care Assistant Certificate, a student must meet all college graduation requirements and complete all coursework as prescribed in the degree plan with a minimum grade of 78%.

Teresa Johnson, Education Coordinator, McAllen Medical Center
Sergio Peña, Director, Career & Technical Education Mission CISD
Libby Smith, BSN, RN Director of Nursing McAllen Heart Hospital (Pending), LVN Staff Nurse Current and Former PTCA Student
Juan C. Aguirre, Assoc Dean Cont, Prof & Wkf Ed

Patient Care Assistant Certificate

TSI EXEMPT

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<td>NURA 1401</td>
<td>Nurse Aide for Health Care</td>
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<td>NURA 1160</td>
<td>Clinical I</td>
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<td>NUPC 1320</td>
<td>Patient Care Technician/Assistant</td>
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<td>PLAB 1323</td>
<td>Phlebotomy</td>
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<td>ECRD 1211</td>
<td>Electrocardiography</td>
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<td>NUPC 1360</td>
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Total Credit Hours: 16
Pharmacy Technology
This program is a Selective Program. Application requirements are included in the description below.

The Pharmacy Technology program is jointly accredited by the American Society of Health-Systems Pharmacists (ASHP) and the Accreditation Council for Pharmacy Education (ACPE). This program prepares students to take the Pharmacy Technician Certification Exam (PTCE), which is administered by the Pharmacy Technician Certification Board (PTCB).

Pharmacy Technology Program
Certificate
The Pharmacy Technology Certificate program is designed to prepare students for a career as certified registered pharmacy technicians who assist licensed pharmacists in providing health care and medications to patients in institutional (hospital) and community (retail) settings.

Students who successfully complete the program obtain a broad knowledge of pharmacy practice. They develop skills in the techniques to assess prescriptions and medication orders for completeness, perform computer order entry of prescriptions and medication orders, generate a legal prescription label, fill prescriptions and orders using proper labeling and stock selection, initiate billing to patients and third parties, receive payment, purchase and rotate inventory of medications and supplies, repackage medication to meet the needs of the patient care facility, collect patient information for the pharmacist’s review for Medication Therapy Management and immunization screening, stock and maintain automation used for medication dispensing, non-sterile compounding, and sterile compounding.

Pharmacy technicians assist and support licensed pharmacists in providing health care and medications to patients. The Pharmacy Technology program prepares individuals to take the national Pharmacy Technician Certification Exam (PTCE) administered by the Pharmacy Technician Certification Board. Upon successful completion of this exam, the individual will be a Certified Pharmacy Technician (CPhT).

To practice as a pharmacy technician in the state of Texas, an individual must have a current certification certificate and become registered with the Texas State Board of Pharmacy.

Pharmacy Technology Program
Associate of Applied Science
The Pharmacy Technology Associate of Applied Science degree combines the elements of the Certificate program with additional pharmacy technology courses and general education courses to promote overall student development and enhance the knowledge base required for upper level positions in pharmacy technology.

Graduates of the Associate of Applied Science degree may be eligible for teaching positions in pharmacy technology programs, and some continue their education to become pharmacists. Individuals who initially choose to obtain a Certificate in Pharmacy Technology may apply for the AAS program after successful completion of the Certificate program.

Application Requirements
All applicants must:

A. Participate in the required Prospective Student Information Session. For the session schedule, access the information online at http://nah.southtexascollege.edu or contact the Pharmacy Technology Program at 872-3023.
B. Be admitted to the college as a high school graduate or GED equivalent.
C. AAS Degree Option: Meet TSI College Readiness Standards, or meet TSI exemption standards.
D. Level 2 Certificate Option: Meet TSI College Readiness Standards, or meet TSI exemption standards, or complete developmental classes with a grade of “C” or better or course placement as follows:
   • Completion of INRW 0304 Integrated Reading and Writing or equivalent.
   • Completion of MATH 0200 Developmental Mathematics II or equivalent.
E. Earn a minimum cumulative GPA of 2.5 on a 4.0 scale for all courses completed at STC.
F. Complete all prerequisite courses with a minimum grade of “C” as listed in the Pharmacy Technician Program degree plan.
G. Be 18-years of age for clinical/practicum experience.
H. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series.
I. Satisfy healthcare agency requirements prior to clinical practice.
J. Submit a completed program application during individual applicant advisement with program faculty.

NOTE: Please see program web page for additional information regarding the application process at http://nah.southtexascollege.edu/.

Program Application
Prospective Student Information Sessions are held during fall and spring semesters. The Pharmacy Technology Program accepts applications for each fall cohort from the first Friday in December through the last Friday in June. Applications are available from the Pharmacy Technology Program website (http://nah.southtexascollege.edu). Please contact the Program office at 956-872-3023 for additional information or appointment with program faculty.

Application Deadline
Fall admission is the last Friday in June.

State Board of Pharmacy Registration
The Texas State Board of Pharmacy requires registration of all pharmacy technician trainees. Students admitted to the program who successfully complete the first semester are responsible for becoming registered with the Texas State Board of Pharmacy at their own expense. Additional information regarding pharmacy technician trainee licensure may be found the Texas State Board of Pharmacy website: www.tspb.state.tx.us.

The program chair will verify with the Texas State Board of Pharmacy the registration status of all students before the third semester. Students who are not registered with the Texas State Board of Pharmacy as a pharmacy technician trainee or a registered pharmacy technician will not be eligible to enroll in PHRA 1268 CAPSTONE: Practicum. Registration Refusal for Persons with Criminal Backgrounds According to the Texas Pharmacy Act (Section 568.003): the Board of Pharmacy may
refuse to issue a pharmacy technician registration to an individual who has been convicted of a felony, a misdemeanor involving moral turpitude, engaged in any fraud, deceit or misrepresentation, has a drug or alcohol dependency or has violated any federal or state pharmacy or drug laws.

Students having questions about this rule should contact the Texas State Board of Pharmacy (www.tspb.state.tx.us).

Drug related felony convictions automatically disqualify an individual from taking the PTCE. Other felony convictions may also prevent a person from taking this exam, at the discretion of the PTCB. Questions about eligibility for the PTCE should be directed to the Pharmacy Technician Certification Board (www.ptcb.org).

**Graduation Requirements**

To earn a Certificate or Associate of Applied Science in Pharmacy Technology, a student must meet all college graduation requirements and complete all degree plan lecture and lab coursework with a minimum grade of "C" and successfully pass the practicum course.

Adriana Pedraza, RPh. Doctors Hospital at Renaissance
Beatrice Godines, RPh, Mission Regional Medical Center
Emilio Garza, RPh. Doctors Hospital at Renaissance
Fred Perez, CPhT, Lifecare Hospital
Joseph Sweet, CPhT, South Texas Health System
Diana Saucedo, CPhT, South Texas Health System
Wayne Williams, Faculty

- Pharmacy Technology Certificate (p. 228)
- Pharmacy Technology Associate of Applied Science (p. 228)

**Pharmacy Technology Certificate**

### TSI LIABLE

**Pre-requisite Semester**

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<td>Introduction to Pharmacy</td>
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<td>PHRA 1305</td>
<td>Drug Classification</td>
<td>3</td>
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<td>PHRA 1315</td>
<td>Pharmacy Terminology</td>
<td>3</td>
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<td>PHRA 1306</td>
<td>Computerized Drug Delivery Systems</td>
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<tr>
<td>PHRA 1347</td>
<td>Pharmaceutical Mathematics II</td>
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<td>PHRA 1202</td>
<td>Pharmacy Law</td>
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**First Semester**

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<td>Institutional Pharmacy Practice</td>
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<td>PHRA 1413</td>
<td>Community Pharmacy Practice</td>
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<td>PHRA 1404</td>
<td>Pharmacotherapy and Disease Process</td>
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**Second Semester**

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<td>PHRA 1243</td>
<td>Capstone: Pharmacy Technician Certification Review</td>
<td>2</td>
</tr>
<tr>
<td>PHRA 1268</td>
<td>CAPSTONE: Practicum</td>
<td>2</td>
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**Summer Session I**

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<tr>
<td>PHRA 1445</td>
<td>Compounding Sterile Preparations</td>
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<tr>
<td>SOC 1301</td>
<td>Introductory Sociology</td>
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<td><strong>Credit Hours</strong></td>
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**Total Credit Hours**

| 60 Credit Hours |

### Pharmacy Technology Associate of Applied Science

#### TSI LIABLE

<table>
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<tr>
<th>Course</th>
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<td>PHRA 1309</td>
<td>Pharmaceutical Mathematics I</td>
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<tr>
<td>PHRA 1301</td>
<td>Introduction to Pharmacy</td>
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**First Semester**

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<td>PHRA 1305</td>
<td>Drug Classification</td>
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<tr>
<td>PHRA 1306</td>
<td>Computerized Drug Delivery Systems</td>
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<tr>
<td>PHRA 1315</td>
<td>Pharmacy Terminology</td>
<td>3</td>
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<tr>
<td>PHRA 1347</td>
<td>Pharmaceutical Mathematics II</td>
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</tr>
<tr>
<td>PHRA 1202</td>
<td>Pharmacy Law</td>
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**Second Semester**

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<td>Institutional Pharmacy Practice</td>
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<tr>
<td>PHRA 1413</td>
<td>Community Pharmacy Practice</td>
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</tr>
<tr>
<td>PHRA 1404</td>
<td>Pharmacotherapy and Disease Process</td>
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**Summer Session I**

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</tr>
<tr>
<td><strong>Credit Hours</strong></td>
<td><strong>4</strong></td>
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</table>

**Total Credit Hours**

| 36 Credit Hours |

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement
2 Students must take a 4 credit hour course in order to fulfill the Math and Natural Sciences Elective.
COURSE DESCRIPTIONS

Accounting (ACCT)

#ACCT 2401 Principles of Financial Accounting
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to the fundamental concepts of financial accounting as prescribed by U.S. generally accepted accounting principles (GAAP) as applied to transactions and events that affect business organizations. Students will examine the procedures and systems to accumulate, analyze, measure, and record financial transactions. Students will use recorded financial information to prepare a balance sheet, income statement, statement of cash flows, and statement of shareholders’ equity to communicate the business entity’s results of operations and financial position to users of financial information who are external to the company. Students will study the nature of assets, liabilities, and owners’ equity while learning to use reported financial information for purposes of making decisions about the company. Students will be exposed to International Financial Reporting Standards (IFRS).
Prerequisite: Completion of MATH 0100 or equivalent.

#ACCT 2402 Principles of Managerial Accounting
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to the fundamental concepts of managerial accounting appropriate for all organizations. Students will study information from the entity’s accounting system relevant to decisions made by internal managers, as distinguished from information relevant to users who are external to the company. The emphasis is on the identification and assignment of product costs, operational budgeting and planning, cost control, and management decision making. Topics include product costing methodologies, cost behavior, operational and capital budgeting, and performance evaluation.
Prerequisite: ACCT 2401.

Accounting (ACNT)

ACNT 1303 Introduction to Accounting I
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is a study of analyzing, classifying, and recording business transactions in a manual and computerized environment. Emphasis is placed on understanding the complete accounting cycle and preparing financial statements, bank reconciliation, and payroll.
Prerequisite: None.

ACNT 1304 Introduction to Accounting II
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a study of accounting for merchandising, notes payable, notes receivable, valuation of receivables and equipment, and valuation of inventories in a manual and computerized environment.
Prerequisite: ACNT 1303.

ACNT 1311 Introduction to Computerized Accounting
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is an introduction to utilizing the computer in maintaining accounting records, making management decisions, and processing common business applications with primary emphasis on a general ledger package.
Prerequisite: ACNT 1303, ITSC 1409 or COSC 1301.

ACNT 1329 Payroll and Business Tax Accounting
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is a study of payroll procedures, taxing entities, and reporting requirements of local, state, and federal taxing authorities in a manual and computerized environment.
Prerequisite: ACNT 1303.

ACNT 1331 Federal Income Tax: Individual
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is a study of the federal tax laws currently implemented by the IRS, providing a working knowledge of preparing income tax returns for the individual.
Prerequisite: ACNT 1303.

ACNT 2309 Cost Accounting
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is a study of budgeting, cost analysis and cost control systems using traditional and contemporary costing methods and theories in decision making, including a detailed study of manufacturing cost accounts and reports, job order costing, and process costing. An introduction to alternative costing methods such as activity-based and just-in-time costing is included.
Prerequisite: ACCT 2401 and ACCT 2402.

ACNT 2330 Government and Not-for-Profit Accounting
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is a study of basic concepts and techniques of fund accounting and financial reporting for governmental and not-for-profit entities. The accounting cycle for funds and account groups and related financial statements will also be covered.
Prerequisite: ACNT 1303.

ACNT 2331 Internal Control and Auditing
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is the study of internal controls and auditing standards and processing used by internal auditors, managers, and independent public accountants.
Prerequisite: ACNT 1303.

Admin Assist/Gen Off (POFT)

POFT 1227 Introduction to Keyboarding
CRT HRS:2 LEC HRS:1 LAB HRS:3 OTH HRS:0
This course will teach the student skill development in keyboarding with emphasis on alphabet, number, acceptable speed and accuracy, and symbol keys by touch. Skills can be applied to computers, typewriters, and other equipment with keyboards.
Prerequisite: None.

POFT 1301 Business English
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is an introduction to a practical application of basic language usage skills with emphasis on fundamentals of writing and editing for business.
Prerequisite: None.

POFT 1309 Administrative Office Procedures I
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is a study of current office procedures including telephone skills, time management, travel and meeting arrangements, mail processing, and other duties and responsibilities in an office environment.
Prerequisite: None.
POFT 1319
Records and Information Management I
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is an introduction to basic records and information management. It includes the life cycle of a record, manual and electronic records management, and basic filing procedures and rules.
Prerequisite: None.

POFT 1321
Business Math
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course provides the student instruction in the fundamentals of business mathematics including analytical and problem-solving skills for critical thinking in business applications.
Prerequisite: None.

POFT 1328
Business Presentations
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course provides skill development in planning and conducting business presentations on an individual and/or group basis including communication and media skills.
Prerequisite: POFT 1227 or permission from the department.

POFT 1329
Beginning Keyboarding
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course will teach the student skill development in the operation of the keyboard by touch applying proper keyboarding techniques. Emphasis is placed on the development of acceptable speed and accuracy levels and formatting basic documents.
Prerequisite: POFT 1227 or permission from the department.

POFT 1349
Administrative Office Procedures II
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course explores advanced office application with a special emphasis on decision making, goal setting, management theories, and critical thinking. 
Prerequisite: POFT 1309, POFT 1319, POFI 1349, POFI 2340, and POFT 1328.

POFT 2264
CAPSTONE: Practicum
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:16
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Students enrolled in the certificate program must have completed 30 semester credit hours and students enrolled in the Associate Degree program must have completed 46 semester credit hours.

POFT 2303
Speed and Accuracy Building
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course teaches how to review, correct, improve, and/or perfect touch keyboarding techniques for the purpose of increasing speed and improving accuracy.
Prerequisite: POFT 1329.

POFT 2312
Business Correspondence and Communication
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course teaches the development of writing and presentation skills required to produce effective business documents.
Prerequisite: POFT 1301.

POFT 2331
Administrative Project Solutions
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course covers advanced concepts of project management and office procedures integrating software applications, critical thinking, and problem-solving skills
Prerequisite: POFT 1349 or POFL 1340.

American Sign Language (SGLN)

#SGLN 1301
Beginning American Sign Language I
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This is a comprehensive first semester Beginning American Sign Language course. This course will include an introduction to American Sign Language, Deaf culture, and to a brief history of sign and culture. Furthermore, students will also develop and learn expressive and receptive sign skills, together with the learning of numbers, sign vocabulary, and the manual alphabet. Class is conducted primary without voice.
Prerequisite: None.

#SGLN 1302
Beginning American Sign Language II
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This is a comprehensive second semester Beginning American Sign Language course. This course will include study of sign vocabulary, numbers, finger spelling, and Deaf culture. Furthermore, this course emphasizes on further development of receptive skills, expressive skills, application of rudimentary syntactical and grammatical structures, and an understanding of Deaf and Hearing cultures. Class is conducted primary without voice.
Prerequisite: SGLN 1301.

#SGLN 2301
Intermediate American Sign Language I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is a comprehensive Intermediate American Sign Language course. This course includes the integration of ASL expressive and receptive skills using bilingual techniques. Furthermore, a study of vocabulary, idioms, culture, literature, ASL linguistics, manual and non-manual aspects of ASL, and cross-cultural communication techniques will be an integral part of this course. This course is highly interactive, centering on lab exercises, peer critiques, guest speakers, and on the application of basic ethical behavior. Class is conducted primary without voice.
Prerequisite: SGLN 1301 and SGLN 1302 or departmental placement exam.

#SGLN 2302
Intermediate American Sign Language II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is a comprehensive Intermediate American Sign Language course. This course will include further application of introductory level interpreting and transliterating skills with appropriate RID guidelines governing ethical behavior. Furthermore, students will also be exposed to the literature and culture of the Deaf culture. In addition, this course provides students the opportunity to interpret for guest speakers. Class is conducted primary without voice.
Prerequisite: SGLN 2301.
Anthropology (ANTH)

#ANTH 2301
Physical Anthropology
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is the study of human origins and bio-cultural adaptations. Topics may include primatology, genetics, human variation, forensics, health, and ethics in the discipline.
Prerequisite: TSI complete in Reading and Writing, or equivalent.

#ANTH 2302
Introduction to Archeology
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is the study of the human past through material remains. This course includes a discussion of methods and theories relevant to archeological inquiry. Topics may include the adoption of agriculture, response to environmental change, the emergence of complex societies, and ethics in the discipline.
Prerequisite: TSI complete in Reading and Writing, or equivalent.

#ANTH 2346
General Anthropology
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This is a study of human beings, their antecedents and related primates and their cultural behavior and institutions. This course introduces the major sub-fields: physical and cultural anthropology, archaeology, linguistics and ethnology. (Crosslisted as HUMA 2323.)
Prerequisite: TSI complete in Reading and Writing, or equivalent.

#ANTH 2351
Cultural Anthropology
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is the study of human cultures. Topics may include social organization, institutions, diversity, interactions between human groups, and ethics in the discipline.
Prerequisite: TSI complete in Reading and Writing, or equivalent.

Applied Mathematics (TECM)

TECM 1303
Technical Calculations
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0
This course is a review of specific mathematical functions calculations including fractions, decimals, proportions, perimeters, areas, volumes of geometric figures, and certain algebraic/trigonometric functions, as required by specific businesses, health occupations and industries for successful on-the-job performance.
Prerequisite: None.

Applied Music (MUAP)

#MUAP 1201
Applied Violin I
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in violin for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1221, 2201 and 2221.
Prerequisite: Declared music majors or by special permission from the program chair.

#MUAP 1202
Applied Viola I
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in viola for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1222, 2202 and 2222.
Prerequisite: Declared music majors or by special permission from the program chair.

#MUAP 1203
Applied Cello I
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in cello for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1223, 2203 and 2223.
Prerequisite: Declared music majors or by special permission from the program chair.

#MUAP 1204
Applied Double Bass I
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in double bass for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1224, 2204 and 2224.
Prerequisite: Declared music majors or by special permission from the program chair.

#MUAP 1205
Applied Flute I
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in flute for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1225, 2205 and 2225.
Prerequisite: None.

#MUAP 1206
Applied Clarinet I
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in clarinet for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1226, 2206 and 2226.
Prerequisite: None.

#MUAP 1207
Applied Saxophone I
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in saxophone for Music majors. Credit is based upon one 50 minute lesson per week and one hour required daily practice. This course may be repeated as MUAP 1227, 2207 and 2227.
Prerequisite: None.

#MUAP 1208
Applied Trumpet I
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in trumpet for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1228, 2208 and 2228.
Prerequisite: None.

#MUAP 1209
Applied French Horn I
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in French horn for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1229, 2209 and 2229.
Prerequisite: None.
Prerequisite: None.

MUAP 1237, 2217 and 2237.

This course may be repeated as MUAP 1230, 2210 and 2230. Preerequisite: None.

MUAP 1211

Applied Trombone I

CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0

This course offers private instruction in trombone for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1231, 2211 and 2231. Prequisite: None.

MUAP 1212

Applied Euphonium I

CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0

This course offers private instruction in euphonium for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1232, 2212 and 2232. Prequisite: None.

MUAP 1213

Applied Bassoon I

CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0

This course offers private instruction in bassoon for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1233, 2213 and 2233. Prequisite: None.

MUAP 1214

Applied Tuba I

CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0

This course offers private instruction in tuba for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1234, 2214 and 2234. Prequisite: None.

MUAP 1215

Applied Percussion I

CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0

This course offers private instruction in percussion for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1235, 2215 and 2235. Prequisite: None.

MUAP 1216

Applied Guitar I

CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0

This course offers private instruction in guitar for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1236, 2216 and 2236. Prequisite: None.

MUAP 1217

Applied Piano I

CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0

This course offers private instruction in piano for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1237, 2217 and 2237. Prequisite: None.

MUAP 1218

Applied Voice I

CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0

This course offers private instruction in voice for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1238, 2218 and 2238. Prequisite: Declared music majors or by special permission from the program chair.

MUAP 1219

Applied Music Composition I

CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0

This course offers private instruction in music composition for music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1239, 2219 and 2239. Prequisite: Declared music majors or by special permission from the program chair.

MUAP 1220

Applied Conducting I

CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0

This course offers private instruction in conducting for music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1240, 2220 and 2240. Prequisite: Declared music majors or by special permission from the program chair.

MUAP 1221

Applied Violin II

CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0

This course offers private instruction in violin for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1221, 2220 and 2221. Prequisite: Declared music majors or by special permission from the program chair.

MUAP 1222

Applied Viola II

CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0

This course offers private instruction in viola for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1222, 2220 and 2222. Prequisite: Declared music majors or by special permission from the program chair.

MUAP 1223

Applied Cello II

CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0

This course offers private instruction in cello for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1223, 2220 and 2223. Prequisite: Declared music majors or by special permission from the program chair.

MUAP 1224

Applied Double Bass II

CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0

This course offers private instruction in double bass for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1224, 2220 and 2224. Prequisite: Declared music majors or by special permission from the program chair.
Prerequisite: None.
MUAP 1232, 2212 and 2232.

This course offers private instruction in flute for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1225, 2205 and 2225.

Prerequisite: None.

MUAP 1226
Applied Clarinet II
CRT HRS: 2  LEC HRS: 0  LAB HRS: 2  OTH HRS: 0
This course offers private instruction in clarinet for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1226, 2206 and 2226.

Prerequisite: None.

MUAP 1227
Applied Saxophone II
CRT HRS: 2  LEC HRS: 0  LAB HRS: 2  OTH HRS: 0
This course offers private instruction in saxophone for Music majors. Credit is based upon one 50 minute lesson per week and one hour required daily practice. This course may be repeated as MUAP 1227, 2207 and 2227.

Prerequisite: None.

MUAP 1228
Applied Trumpet II
CRT HRS: 2  LEC HRS: 0  LAB HRS: 2  OTH HRS: 0
This course offers private instruction in trumpet for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1228, 2208 and 2228.

Prerequisite: None.

MUAP 1229
Applied French Horn II
CRT HRS: 2  LEC HRS: 0  LAB HRS: 2  OTH HRS: 0
This course offers private instruction in French horn for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1229, 2209 and 2229.

Prerequisite: None.

MUAP 1230
Applied Trombone II
CRT HRS: 2  LEC HRS: 0  LAB HRS: 2  OTH HRS: 0
This course offers private instruction in trombone for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1230, 2210 and 2230.

Prerequisite: None.

MUAP 1231
Applied Euphonium II
CRT HRS: 2  LEC HRS: 0  LAB HRS: 2  OTH HRS: 0
This course offers private instruction in baritone for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1231, 2211 and 2231.

Prerequisite: None.

MUAP 1232
Applied Oboe II
CRT HRS: 2  LEC HRS: 0  LAB HRS: 2  OTH HRS: 0
This course offers private instruction in oboe for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1232, 2212 and 2232.

Prerequisite: None.

MUAP 1233
Applied Bassoon II
CRT HRS: 2  LEC HRS: 0  LAB HRS: 2  OTH HRS: 0
This course offers private instruction in bassoon for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1233, 2213 and 2233.

Prerequisite: None.

MUAP 1234
Applied Tuba II
CRT HRS: 2  LEC HRS: 0  LAB HRS: 2  OTH HRS: 0
This course offers private instruction in tuba for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1234, 2214 and 2234.

Prerequisite: None.

MUAP 1235
Applied Percussion II
CRT HRS: 2  LEC HRS: 0  LAB HRS: 2  OTH HRS: 0
This course offers private instruction in percussion for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1235, 2215 and 2235.

Prerequisite: None.

MUAP 1236
Applied Piano II
CRT HRS: 2  LEC HRS: 0  LAB HRS: 2  OTH HRS: 0
This course offers private instruction in piano for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1236, 2216 and 2236.

Prerequisite: None.

MUAP 1237
Applied Voice II
CRT HRS: 2  LEC HRS: 0  LAB HRS: 2  OTH HRS: 0
This course offers private instruction in voice for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1237, 2217 and 2237.

Prerequisite: None.

MUAP 1238
Applied Guitar II
CRT HRS: 2  LEC HRS: 0  LAB HRS: 2  OTH HRS: 0
This course offers private instruction in guitar for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1238, 2218 and 2238.

Prerequisite: Declared music majors or by special permission from the program chair.

MUAP 1239
Applied Music Composition II
CRT HRS: 2  LEC HRS: 0  LAB HRS: 2  OTH HRS: 0
This course offers private instruction in music composition for music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1239, 2219 and 2239.

Prerequisite: Declared music majors or by special permission from the program chair.

MUAP 1240
Applied Conducting II
CRT HRS: 2  LEC HRS: 0  LAB HRS: 2  OTH HRS: 0
This course offers private instruction in music conducting for music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1240, 2220 and 2240.

Prerequisite: Declared music majors or by special permission from the program chair.
#MUAP 2201
Applied Violin III
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in violin for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1221, 2201 and 2221.
Prerequisite: Declared music majors or by special permission from the program chair.

#MUAP 2202
Applied Viola III
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in viola for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1222, 2202 and 2222.
Prerequisite: Declared music majors or by special permission from the program chair.

#MUAP 2203
Applied Cello III
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in cello for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1223, 2203 and 2223.
Prerequisite: Declared music majors or by special permission from the program chair.

#MUAP 2204
Applied Double Bass III
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in double bass for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1224, 2204 and 2224.
Prerequisite: Declared music majors or by special permission from the program chair.

#MUAP 2205
Applied Flute III
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in flute for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1225, 2205 and 2225.
Prerequisite: None.

#MUAP 2206
Applied Clarinet III
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in clarinet for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1226, 2206 and 2226.
Prerequisite: None.

#MUAP 2207
Applied Saxophone III
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in saxophone for Music majors. Credit is based upon one 50 minute lesson per week and one hour required daily practice. This course may be repeated as MUAP 1227, 2207 and 2227.
Prerequisite: None.

#MUAP 2208
Applied Trumpet III
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in trumpet for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1228, 2208 and 2228.
Prerequisite: None.

#MUAP 2209
Applied French Horn III
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in French horn for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1229, 2209 and 2229.
Prerequisite: None.

#MUAP 2210
Applied Trombone III
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in trombone for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1230, 2210 and 2230.
Prerequisite: None.

#MUAP 2211
Applied Euphonium III
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in baritone for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1231, 2211 and 2231.
Prerequisite: None.

#MUAP 2212
Applied Oboe III
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in oboe for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1232, 2212 and 2232.
Prerequisite: None.

#MUAP 2213
Applied Bassoon III
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in bassoon for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1233, 2213 and 2233.
Prerequisite: None.

#MUAP 2214
Applied Tuba III
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in tuba for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1234, 2214 and 2234.
Prerequisite: None.

#MUAP 2215
Applied Percussion III
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in percussion for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1235, 2215 and 2235.
Prerequisite: None.

#MUAP 2216
Applied Guitar III
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in guitar for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1236, 2216 and 2236.
Prerequisite: None.
#MUAP 2217
Applied Piano III
CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0
This course offers private instruction in piano for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1237, 2217 and 2237.
Prerequisite: None.

#MUAP 2218
Applied Voice III
CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0
This course offers private instruction in voice for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1238, 2218 and 2238.
Prerequisite: Declared music majors or by special permission from the program chair.

#MUAP 2219
Applied Music Composition III
CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0
This course offers private instruction in music composition for music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1239, 2219 and 2239.
Prerequisite: Declared music majors or by special permission from the program chair.

#MUAP 2220
Applied Conducting III
CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0
This course offers private instruction in music conducting for music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1240, 2220 and 2240.
Prerequisite: Declared music majors or by special permission from the program chair.

#MUAP 2221
Applied Violin IV
CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0
This course offers private instruction in violin for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1221, 2201 and 2221.
Prerequisite: Declared music majors or by special permission from the program chair.

#MUAP 2222
Applied Viola IV
CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0
This course offers private instruction in viola for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1222, 2202 and 2222.
Prerequisite: Declared music majors or by special permission from the program chair.

#MUAP 2223
Applied Cello IV
CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0
This course offers private instruction in cello for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1223, 2203 and 2223.
Prerequisite: Declared music majors or by special permission from the program chair.

#MUAP 2224
Applied Double Bass IV
CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0
This course offers private instruction in double bass for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1224, 2204 and 2224.
Prerequisite: Declared music majors or by special permission from the program chair.

#MUAP 2225
Applied Flute IV
CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0
This course offers private instruction in flute for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1225, 2205 and 2225.
Prerequisite: None.

#MUAP 2226
Applied Clarinet IV
CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0
This course offers private instruction in clarinet for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1226, 2206 and 2226.
Prerequisite: None.

#MUAP 2227
Applied Saxophone IV
CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0
This course offers private instruction in saxophone for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1227, 2207 and 2227.
Prerequisite: None.

#MUAP 2228
Applied Trumpet IV
CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0
This course offers private instruction in trumpet for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1228, 2208 and 2228.
Prerequisite: None.

#MUAP 2229
Applied French Horn IV
CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0
This course offers private instruction in French horn for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1229, 2209 and 2229.
Prerequisite: None.

#MUAP 2230
Applied Trombone IV
CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0
This course offers private instruction in trombone for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1230, 2210 and 2230.
Prerequisite: None.

#MUAP 2231
Applied Euphonium IV
CRT HRS:2 LEC HRS:0 LAB HRS:2 OTH HRS:0
This course offers private instruction in baritone for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1231, 2211 and 2231.
Prerequisite: None.
#MUAP 2232
Applied Oboe IV
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in oboe for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1232, 2212 and 2232.
Prerequisite: None.

#MUAP 2233
Applied Bassoon IV
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in bassoon for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1233, 2213 and 2233.
Prerequisite: None.

#MUAP 2234
Applied Tuba IV
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in tuba for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1234, 2214 and 2234.
Prerequisite: None.

#MUAP 2235
Applied Percussion IV
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in percussion for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1235, 2215 and 2235.
Prerequisite: None.

#MUAP 2236
Applied Guitar IV
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in guitar for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1236, 2216 and 2236.
Prerequisite: None.

#MUAP 2237
Applied Piano IV
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in piano for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1237, 2217 and 2237.
Prerequisite: None.

#MUAP 2238
Applied Voice IV
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in voice for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1238, 2218 and 2238.
Prerequisite: Declared music majors or by special permission from the program chair.

#MUAP 2240
Applied Conducting IV
CRT HRS:2  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course offers private instruction in music conducting for music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1240, 2220 and 2240.
Prerequisite: Declared music majors or by special permission from the program chair.

Architectural Technology (ARCE)

ARCE 1303
Architectural Materials and Methods of Construction
CRT HRS:3  LEC HRS:2  LAB HRS:2  OTH HRS:0
This course covers properties, specifications, vendor references, and uses of materials as related to architectural systems of structures.
Prerequisite: Concurrent enrollment in DFTG 1315.

ARCE 1421
Architectural Illustration
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course covers architectural illustration and rendering techniques. Emphasis is on architectural structures in 3-D either by freehand drawing or computer software, perspectives, delineation in various media, and development of students’ graphical expression. It includes an introduction to various reproduction methods.
Prerequisite: None.

ARCE 1452
Structural Drafting
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course is a study of structural systems including concrete foundations and frames, wood framing and trusses, and structural steel framing systems. It includes detailing of concrete, wood, and steel to meet industry standards including the American Institute of Steel Construction and The American Concrete Institute.
Prerequisite: DFTG 1315 and DFTG 2419.

ARCE 2352
Mechanical and Electrical Systems
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0
This course covers the properties of building materials (assemblies), specifications, codes, vendor references, and uses of mechanical, plumbing, conveying, and electrical systems as they relate to architecture for residential and commercial construction.
Prerequisite: Completion of or concurrent enrollment in DFTG 2438, DFTG 1417 and DFTG 2428.

Architecture (ARCH)

#ARCH 1311
Introduction to Architecture
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is an introduction to architecture that explores the practices, principles, and wider context of architecture and design. It focuses on the role of architecture in society, culture, and the broader physical context of the built environment. This course is intended to fulfill all or part of the following National Architectural Accrediting Board (NAAB) Student Performance Criteria: A.8 Cultural Diversity and Social Equity, D.1 Stakeholder Roles in Architecture.
Prerequisite: None.
Art (ARTS)

#ARTS 1301
Art Appreciation
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a general introduction to the visual arts designed to create an appreciation of the vocabulary, media, techniques, and purposes of the creative process. Students will critically interpret and evaluate works of art within formal, cultural and historical contexts.
Prerequisite: Eligible for ENGL 1301.

#ARTS 1303
Art History I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is a chronological analysis of the historical and cultural contexts of the visual arts from prehistoric times to the 14th century.
Prerequisite: TSI complete in Reading or equivalent and TSI complete in Writing or equivalent.

#ARTS 1304
Art History II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is a chronological analysis of the historical and cultural contexts of the visual arts from the 14th century to the present day.
Prerequisite: TSI complete in Reading or equivalent and TSI complete in Writing or equivalent.

#ARTS 1311
Design I
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an introduction to the fundamental terminology, concepts, theory, and application of two-dimensional design.
Prerequisite: None.

#ARTS 1312
Design II
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an introduction to the fundamental terminology, concepts, theory, and application of three-dimensional design.
Prerequisite: ARTS 1311 or approval of the instructor.

#ARTS 1316
Drawing I
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
A foundation studio course exploring drawing with emphasis on descriptive, expressive and conceptual approaches. Students will learn to see and interpret a variety of subjects while using diverse materials and techniques. Course work will facilitate a dialogue in which students will engage in critical analysis and begin to develop their understanding of drawing as a discipline.
Prerequisite: None.

#ARTS 1317
Drawing II
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
A studio course exploring drawing with continued emphasis on descriptive, expressive and conceptual approaches. Students will further develop the ability to see and interpret a variety of subjects while using diverse materials and techniques. Course work will facilitate a dialogue in which students will employ critical analysis to broaden their understanding of drawing as a discipline. Students choosing to enroll in sections with live nude models must have chair approval and be a minimum of 18 years of age according to Board Policy 3642.
Prerequisite: ARTS 1316 and Program Chair approval.

#ARTS 1325
Drawing and Painting (for Non-Art Majors)
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This studio course focuses on the investigation of the descriptive and expressive qualities of drawing and painting media for the beginning art student.
Prerequisite: None.

#ARTS 2313
Design Communications I
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course explores the communication of ideas through processes and techniques of graphic design and illustrations. The translation of verbal language into visual language through a variety of media and software will be covered.
Prerequisite: Completion of ARTS 1311, ARTS 2348 and ARTS 1316.

#ARTS 2314
Design Communications II
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course explores the communication of ideas through processes and techniques of graphic design and illustrations. It is a continuation of ARTS 2313 and focuses on more complex approaches to visual translation.
Prerequisite: TSI complete in Reading, or equivalent and ARTS 2313.

#ARTS 2316
Painting I
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This studio course explores the potential of painting media with an emphasis on color, composition and the dynamics of vision.
Prerequisite: None.

#ARTS 2317
Painting II
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This studio course is a further investigation of painting media and techniques with emphasis on personal expression. This course may be repeated once for an additional three credit hours as a study in advanced problems and techniques.
Prerequisite: ARTS 2316 or approval of the instructor.

#ARTS 2323
Life Drawing I
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a further investigation of drawing media and techniques with further emphasis on personal expression and concepts. This course can be repeated once for an additional three credit hours as a study in advanced problems or techniques.
Prerequisite: ARTS 1317 or approval of the instructor.

#ARTS 2326
Sculpture I
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This studio course explores the potential of three-dimensional form in a variety of media.
Prerequisite: None.

#ARTS 2333
Printmaking I
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This studio course explores the use of basic printmaking media and techniques.
Prerequisite: None.

#ARTS 2341
Art Metals I
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an exploration of ideas using basic techniques in jewelry and metal construction.
Prerequisite: None.

#ARTS 2346
Ceramics I
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This studio course explores the preparation and manipulation of clay for the creation of ceramics.
Prerequisite: None.
**Prerequisite:** None.

**Ceramics II**

CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0

This studio course is a further investigation of the preparation and manipulation of clay for the creation of ceramics. This course may be repeated once for an additional three credit hours as a study in advanced problems and techniques.

**Prerequisite:** ARTS 2346 or approval of instructor.

**Digital Art I**

CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0

This studio art course explores the potential of the computer hardware and software medium for their visual, conceptual, and practical uses in the visual arts.

**Prerequisite:** None.

**Photography I (Fine Arts Emphasis)**

CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0

This course is an introduction to the basics of photography. It includes camera operation, techniques, and presentation skills. Emphasis is placed on design, history, and contemporary trends as a means of developing an understanding of photographic aesthetics.

*Additional material costs for paper and printing will be required in this course and is the responsibility of the student to purchase these materials when needed. Students must have a digital camera with fully manual exposure controls for this course.*

**Photography II (Fine Arts Emphasis)**

CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0

This course is a further investigation of the processes and aesthetics of photography with an emphasis on personal development. The course can be repeated once for an additional three credit hours as a study in Advanced Problems and Techniques.

*Additional material costs for paper and printing will be required in this course and is the responsibility of the student to purchase these materials when needed.*

**Academic Cooperative**

CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0

This course is an instructional program designed to integrate on-campus study with practical hands-on work experience as a practicing artist. In conjunction with class seminars, the individual student will set specific goals and objectives in the study and/or practice of studio art and/or art history.

**Prerequisite:** ARTS 2356 or approval of instructor.

**Visual/Gestural Communication**

CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0

This course develops expressive and receptive skills in American Sign Language (ASL). Course work includes focus on the manual alphabet, numbers, conversational skills, culturally appropriate behaviors, and ASL grammar.

**Prerequisite:** None.

**American Sign Language (ASL) I**

CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0

This course is an introduction to the basic skills needed in the production and comprehension of American Sign Language (ASL). Course work includes focus on the manual alphabet, numbers, conversational skills, culturally appropriate behaviors, and ASL grammar.

**Prerequisite:** None.

**American Sign Language (ASL) II**

CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0

ASL Beginning II develops receptive and expressive ability and allows for recognition and demonstration of more sophisticated grammatical features of American Sign Language (ASL). This course increases fluency and accuracy in fingerspelling and numbers, and provides opportunities for interaction within the deaf community.

**Prerequisite:** SLNG 1304 or SGNL 1301.

**Fingerspelling and Numbers**

CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0

This course develops expressive and receptive fingerspelling skills. Receptive skills focus on whole-word and phrase recognition as well as identifying fingerspelling words in context. Expressive skills focus on the development of speed, clarity, and fluency.

**Prerequisite:** SLNG 1304 or SGNL 1301.

**Introduction to the Deaf Community**

CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0

This course is an introduction to the basics of American Sign Language (ASL), which includes recognition of sociolinguistic variations. The preferred method of instruction will be a practice oriented approach to language acquisition, which includes the use of multimedia.

**Prerequisite:** SLNG 1305 or SGNL 1302.

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**ASL/Interpreting Studies (SLNG)**

**Fundamentals for Deaf Support Specialist/Service Provider**

CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0

This course is designed to instruct students in how to work with deaf consumers in a variety of settings including but not limited to job coaching, mentoring, tutoring, and/or advocacy work.

**Prerequisite:** None.

**Photography I (Fine Arts Emphasis)**

CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0

This course is an introduction to the basics of photography. It includes camera operation, techniques, and presentation skills. Emphasis is placed on design, history, and contemporary trends as a means of developing an understanding of photographic aesthetics.

*Additional material costs for paper and printing will be required in this course and is the responsibility of the student to purchase these materials when needed. Students must have a digital camera with fully manual exposure controls for this course.*

**Photography II (Fine Arts Emphasis)**

CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0

This course is a further investigation of the processes and aesthetics of photography with an emphasis on personal development. The course can be repeated once for an additional three credit hours as a study in Advanced Problems and Techniques.

*Additional material costs for paper and printing will be required in this course and is the responsibility of the student to purchase these materials when needed.*

**Visual/Gestural Communication**

CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0

This course develops expressive and receptive skills in American Sign Language (ASL). Course work includes focus on the manual alphabet, numbers, conversational skills, culturally appropriate behaviors, and ASL grammar.

**Prerequisite:** None.

**American Sign Language (ASL) I**

CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0

This course is an introduction to the basic skills needed in the production and comprehension of American Sign Language (ASL). Course work includes focus on the manual alphabet, numbers, conversational skills, culturally appropriate behaviors, and ASL grammar.

**Prerequisite:** None.

**American Sign Language (ASL) II**

CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0

ASL Beginning II develops receptive and expressive ability and allows for recognition and demonstration of more sophisticated grammatical features of American Sign Language (ASL). This course increases fluency and accuracy in fingerspelling and numbers, and provides opportunities for interaction within the deaf community.

**Prerequisite:** SLNG 1304 or SGNL 1301.

**Fingerspelling and Numbers**

CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0

This course develops expressive and receptive fingerspelling skills. Receptive skills focus on whole-word and phrase recognition as well as identifying fingerspelling words in context. Expressive skills focus on the development of speed, clarity, and fluency.

**Prerequisite:** SLNG 1304 or SGNL 1301.

**Introduction to the Deaf Community**

CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0

This course is an introduction to the basics of American Sign Language (ASL), which includes recognition of sociolinguistic variations. The preferred method of instruction will be a practice oriented approach to language acquisition, which includes the use of multimedia.

**Prerequisite:** SLNG 1305 or SGNL 1302.
SLNG 1345
American Sign Language (ASL) IV
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0
This course is an integration of expressive and receptive skills in American Sign Language with emphasis on literature, discourse styles, and contextualization at an intermediate level. It provides students with information on idiomatic/colloquial usages of signs, as well as grammatical structures for complex sentences.
Prerequisite: SLNG 1344 or SGNL 2301.

SLNG 1347
Deaf Culture
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course provides a historical and contemporary perspective of American deaf culture using a sociocultural model. Topics addressed include cultural identity, core values, group norms, communication, and language as well as significant contributions made by deaf people to the world community.
Prerequisite: None.

SLNG 1350
Sign-to-Voice
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0
This course provides skill development in interpreting and transliterating from American Sign Language and other modes of communication to English and analysis of increasingly complex tasks utilizing simulated interpreting experiences including skills analysis and peer evaluation.
Prerequisite: SLNG 1305 or SGNL 1302.

SLNG 2187
Capstone: Internship I
CRT HRS:1  LEC HRS:0  LAB HRS:0  OTH HRS:6
Internship I is an experience external to the college for an advanced student in a specialized field involving a written agreement between the educational institution and a business or industry. Mentored and supervised by a workplace employee, the student achieves objectives that are developed and documented by the college that are directly related to specific occupational outcomes. This may be a paid or unpaid experience. This course may be repeated if topics and learning outcomes vary.
Prerequisite: Permission from the Department.

SLNG 2188
Capstone: Internship II
CRT HRS:1  LEC HRS:0  LAB HRS:0  OTH HRS:6
Internship II is an experience external to the college for an advanced student in a specialized field involving a written agreement between the educational institution and a business or industry. Mentored and supervised by a workplace employee, the student achieves objectives that are developed and documented by the college that are directly related to specific occupational outcomes. This may be a paid or unpaid experience. This course may be repeated if topics and learning outcomes vary.
Prerequisite: Permission from the Department.

SLNG 2189
Capstone: Internship III
CRT HRS:1  LEC HRS:0  LAB HRS:0  OTH HRS:6
Internship III is an experience external to the college for an advanced student in a specialized field involving a written agreement between the educational institution and a business or industry. Mentored and supervised by a workplace employee, the student achieves objectives that are developed and documented by the college that are directly related to specific occupational outcomes. This may be a paid or unpaid experience. This course may be repeated if topics and learning outcomes vary.
Prerequisite: Permission from the Department.

SLNG 2303
Transliterating
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0
This is a practice-oriented course designed to develop the foundation skills necessary for rendering spoken English into a manually coded English format, and from a manually coded English system into spoken English. An integral part of this course will be defining, recognizing, and incorporating features of transliterations.
Prerequisite: ENGL 1301, DRAM 1351, BIOL 1408, SOCW 2361, PHIL 2306, SLNG 1321, SLNG 1311, SLNG 1344 (or SGNL 2301), SLNG 2187, SLNG 2401, SLNG 1345, SLNG 2411, SLNG 1350, and Mid-Program Evaluation.

SLNG 2330
Advanced Techniques for Deaf Support Specialist/Service Providers
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course incorporates advanced concepts of practical general training and experiences in a structured classroom setting. Students will participate in various role-playing activities including but not limited to job coaching, mentoring, literacy tutoring, and advocacy work.
Prerequisite: SLNG 1345 (or SGNL 2302), SLNG 1300.

SLNG 2370
Trilingual Interpreting I
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0
This course will include the development of inter-lingual skills (English to Spanish/Spanish to English/American Sign Language (ASL) to Spanish/Spanish to ASL). The student will begin to demonstrate an ability to produce dynamic equivalence from a source language to a target language with an emphasis in Spanish to ASL and ASL to Spanish.
Prerequisite: Certification.

SLNG 2372
Trilingual Interpreting II
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0
This course will focus on the enhancement of trilingual interpreting skills with continued exposure of more complex source material. This will include trilingual interpreting experiences through the use of multimedia materials in the classroom.
Prerequisite: SLNG 2370.

SLNG 2373
Latino Interpreting Issues
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course provides a historical and contemporary perspective of Latino cultures with an emphasis on Mexican-American culture. Topics include cultural values, group norms, communication, language differences among Latinos, and standard practices of the interpreting profession.
Prerequisite: Certification, SLNG 1321.

SLNG 2401
Interpreting I
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
Interpreting I is an overview of the interpreting process and current models. It introduces the skills necessary to achieve message equivalency in interpreting. The student will identify interpreting process models and will apply these models to text analysis. The student will differentiate contextual factors affecting language usage in the interpreting process, and will begin to demonstrate an ability to produce dynamic equivalence from source language to target language.
Prerequisite: ENGL 1301, DRAM 1351, BIOL 1408, SOCW 2361, PHIL 2306, SLNG 1321, SLNG 1311, SLNG 1344 (or SGNL 2301), and Mid-Program Evaluation.
SLNG 2402
Interpreting II
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
Interpreting II is an overview of the interpreting process and current models. It introduces the skills necessary to achieve message equivalency in interpreting. The student will identify interpreting process models and will apply these models to text analysis. The student will differentiate contextual factors affecting language usage in the interpreting process, and will begin to demonstrate an ability to produce dynamic equivalance from source language to target language.
Prerequisite: ENGL 1301, DRAM 1351, BIOL 1408, SOCW 2361, PHIL 2306, SLNG 1321, SLNG 1311, SLNG 1345 (or SLNG 2302), SLNG 2187, SLNG 2401, and Mid-Program Evaluation.

SLNG 2411
Interpreting in Specialized Settings
CRT HRS:4  LEC HRS:4  LAB HRS:1  OTH HRS:0
This course focuses on interpreting/transliterating for special populations (e.g., deaf/blind, high visual, oral deaf) in a variety of settings (e.g., religious, artistic, medical, legal, mental health). Activities are designed to reinforce basic theories and techniques related to working with special populations in various settings.
Prerequisite: SLNG 1321, SLNG 1344 or SLNG 2301.

SLNG 2431
Interpreting III
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This is a practice-oriented course designed to strengthen skills in the integration and application of cognitive processing for more complex source material. Continued exposure to simulated interpreting experiences through the use of multimedia materials will be incorporated in to classroom activities.
Prerequisite: ENGL 1301, DRAM 1351, BIOL 1408, SOCW 2361, PHIL 2306, SLNG 1321, SLNG 1311, SLNG 1345 (or SLNG 2302), SLNG 2187, SLNG 2188, and Mid-Program Evaluation.

SLNG 2434
American Sign Language (ASL) V
CRT HRS:4  LEC HRS:3  LAB HRS:2  OTH HRS:0
This course will provide students with expanding knowledge and utilization of American Sign Language (ASL) vocabulary demonstrating semantic accuracy and discourse strategies. Theory and practice of major linguistic principles in ASL will be discussed.
Prerequisite: ENGL 1301, DRAM 1351, BIOL 1408, SOCW 2361, PHIL 2306, SLNG 1321, SLNG 1311, SLNG 1344 (or SLNG 2301), SLNG 2187, SLNG 2401, SLNG 1345, SLNG 2411, SLNG 1350, and Mid-Program Evaluation.

Automotive Mech/Tech (AUMT)

AUMT 1201
Introduction and Theory of Automotive Technology
CRT HRS:2  LEC HRS:2  LAB HRS:1  OTH HRS:0
This course is an introduction overview of the automotive service industry including history, safety practices, shop equipment and tools, vehicle subsystems, service publications, professional responsibilities, and automotive maintenance.
Prerequisite: None.

AUMT 1266
Practicum I
CRT HRS:2  LEC HRS:0  LAB HRS:0  OTH HRS:20
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Permission from the department.

AUMT 1267
Practicum II
CRT HRS:2  LEC HRS:0  LAB HRS:0  OTH HRS:20
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Permission from the department.

AUMT 1316
Automotive Suspension and Steering Systems - GM-ASEP
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0
This course covers the diagnosis and repair of automotive suspension and steering systems including electronically controlled systems. Includes component repair, alignment procedures and tire and wheel service. May be taught manufacturer specific.
Prerequisite: Concurrent enrollment in AUMT 1407.

AUMT 1345
Automotive Climate Control Systems
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0
This course covers the theory of automotive air conditioning and heating systems, including diagnosis and repair of manual/electronic climate control systems. Emphasis is placed on the basic refrigeration cycle and diagnosis and repair of system malfunctions. EPA guidelines for refrigerant handling and new refrigerant replacements are also covered.
Prerequisite: DEMR 1401 or AUMT 1407.

AUMT 1391
Capstone: Ford YATC Certification
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0
This course covers topics that address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency.
Prerequisite: None.

AUMT 1407
Automotive Electrical Systems
CRT HRS:4  LEC HRS:2  LAB HRS:6  OTH HRS:0
This course is an overview of automotive electrical systems including topics in operational theory, testing, diagnosis, and repair of, charging and starting systems, and electrical accessories. Emphasis is placed on electrical principles, schematic diagrams and service publications.
Prerequisite: None.

AUMT 1410
Automotive Brake Systems
CRT HRS:4  LEC HRS:2  LAB HRS:8  OTH HRS:0
This course covers the operation and repair of drum/disc type brake systems. Topics include brake theory, diagnosis, and repair of power, manual, anti-lock brake systems, and parking brakes.
Prerequisite: Concurrent enrollment in AUMT 1407.

AUMT 1416
Automotive Suspension and Steering Systems
CRT HRS:4  LEC HRS:2  LAB HRS:8  OTH HRS:0
This course covers the diagnosis and repair of automotive suspension and steering systems including electronically controlled systems. Includes component repair, alignment procedures and tire and wheel service. May be taught manufacturer specific.
Prerequisite: Concurrent enrollment in AUMT 1407.
AUMT 1419  
Automotive Engine Repair  
CRT HRS:4  LEC HRS:2  LAB HRS:6  OTH HRS:0  
This course explores the fundamentals of engine operation, diagnosis and repair. Emphasis is on identification, inspection, measurements, and disassembly, repair, and re-assembly of the engine.  
Prerequisite: AUMT 1407.  

AUMT 2266  
Practicum III-GM ASEP  
CRT HRS:2  LEC HRS:0  LAB HRS:0  OTH HRS:20  
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.  
Prerequisite: Permission from the department.

AUMT 2421  
Automotive Electrical Diagnosis and Repair  
CRT HRS:4  LEC HRS:2  LAB HRS:6  OTH HRS:0  
This course covers the repair of automotive electrical subsystems, lighting, instrumentation, and accessories. Emphasis is placed on accurate diagnosis and proper repair methods using various troubleshooting skills and techniques.  
Prerequisite: AUMT 1419.

AUMT 2424  
Automotive Engine Performance Analysis II  
CRT HRS:4  LEC HRS:2  LAB HRS:8  OTH HRS:0  
This course covers the diagnosis and repair of emission systems, computerized engine performance systems, and advanced ignition and fuel systems; and proper use of advanced engine performance diagnostic equipment.  
Prerequisite: AUMT 2417.

Baker/Pastry Chef (PSTR)  

PSTR 1264  
CAPSTONE: Practicum I  
CRT HRS:2  LEC HRS:0  LAB HRS:0  OTH HRS:16  
This course is a capstone experience for the certificate students. This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.  
Prerequisite: Second semester standing in the Commercial Baking Certificate.

PSTR 1301  
Fundamentals of Baking  
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0  
This course explores the fundamentals of baking including dough, quick breads, pies, cakes, cookies, tarts, and doughnuts. Instruction in flours, fillings and ingredients is also included. Topics include baking terminology, tool and equipment use, formula conversions, functions of ingredients, and the evaluation of baked products.  
Prerequisite: None.

PSTR 1305  
Breads and Rolls  
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0  
This course concentrates on fundamentals of chemically and yeast raised breads and rolls. Instruction is on commercial preparation of a wide variety of products.  
Prerequisite: CHEF 1305 and PSTR 1301.

PSTR 1306  
Cake Decorating I  
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0  
This course is an introduction to skills, concepts and techniques of cake decorating.  
Prerequisite: None.

PSTR 1310  
Pies, Tarts, Teacakes and Cookies  
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0  
This course focuses on preparation of American and European style pie and tart fillings and dough, cookies, teacakes, custard and batters. Instruction is on finishing and presentation techniques.  
Prerequisite: None.

PSTR 1440  
Plated Desserts  
CRT HRS:4  LEC HRS:3  LAB HRS:2  OTH HRS:0  
This course covers the preparation and service of hot and cold desserts with a focus on individual desserts, a la minute preparations, and numerous components within one preparation. Emphasis on station organization, timing, and service coordination for restaurant dessert production.  
Prerequisites: CHEF 1305 and PSTR 1301.

PSTR 2224  
Capstone: Practicum  
CRT HRS:2  LEC HRS:0  LAB HRS:0  OTH HRS:16  
This course is a practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.  
Prerequisite: Fourth semester standing in the Associate of Applied Science degree in Culinary Arts with a specialization in Baking and Pastry Arts.

PSTR 2301  
Chocolates and Confections  
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0  
This course is a study of production and decoration of traditional truffles, marzipans, molded and hand-dipped chocolate, caramels, nougats, and pate de fruit.  
Prerequisite: CHEF 1305 and PSTR 1301.
Banking (BNKG)

BNKG 1340
Money and Financial Markets
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an overview of money and banking institutions and their role and functions in the economy. It includes study of Federal Reserve System, characteristics of financial intermediaries, and regulatory institutions. Topics include principles of monetary and fiscal policy, commercial banking structures, and Financial Markets.
Prerequisite: None.

Biography (BIOL)

#BIOL 1322
Nutrition and Diet Therapy I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is a study of the chemical, physical and sensory properties of food, nutritional quality, and food use and diet applications.
Prerequisite: None.

#BIOL 1406
Biology for Science Majors I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This is an in-depth study of the fundamental principles of living organisms including physical and chemical properties of life, cellular organization and function. Concepts of metabolic pathways, cellular respiration, photosynthesis, mitosis, meiosis, and molecular biology of the gene, genetics, biotechnology, evolutionary adaptation and the scientific method are included.
Prerequisite: TSI Complete in Reading.

#BIOL 1407
Biology for Science Majors II
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This is a continuation of Biology 1406. It is an in-depth study of the fundamental principles of living organisms including classification and evolution. Topics include biodiversity of viruses, bacteria, archaea, protists, fungi, plants, and animals, comparison of their organization, function and reproduction with humans, and ecology of behavior, populations, communities, and the biosphere.
Prerequisite: BIOL 1406 with a grade of "C" or better.

#BIOL 1408
Biology for Non-Science Majors I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This is an overview of the fundamental principles of living organisms including classification and evolution. Topics include biodiversity of viruses, bacteria, archaea, protists, fungi, plants, and animals, comparison of their organization, function and reproduction with humans, and ecology of behavior, populations, communities, and the biosphere, including effects of human activities.
Prerequisite: BIOL 1408 with a grade of "C" or better.

#BIOL 1409
Biology for Non-Science Majors II
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This is a continuation of Biology 1408. It is an overview of the fundamental principles of living organisms including classification and evolution. Topics include biodiversity of viruses, bacteria, archaea, protists, fungi, plants, and animals, comparison of their organization, function and reproduction with humans, and ecology of behavior, populations, communities, and the biosphere, including effects of human activities.
Prerequisite: BIOL 1408 with a grade of "C" or better.

#BIOL 2389
Academic Cooperative in the Biological Life Sciences
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is an instructional program designed to integrate on-campus study with practical hands-on work experience in the biological sciences/life sciences. In conjunction with class seminars, individual students will set specific goals and objectives in the study of living organisms and their systems.
Prerequisite: Permission from the department.

#BIOL 2401
Anatomy and Physiology I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This is a study of the structure and function of the human body including cells, tissues, and organs of the following systems: integumentary, skeletal, muscular and nervous systems.
Prerequisite: TSI Complete in Reading.

#BIOL 2402
Anatomy and Physiology II
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This is a continuation of the study of the structure and function of the human body including the circulatory, respiratory, digestive, urinary, reproductive, and endocrine systems. Consideration is given to metabolism, electrolyte and fluid balance, and human development.
Prerequisite: BIOL 2401 with a grade of "C" or better.

#BIOL 2406
Environmental Biology
CRT HRS:4 LEC HRS:3 LAB HRS:2 OTH HRS:0
This is a study of human interaction and the effect upon plant and animal communities. Conservation, pollution, energy and other contemporary ecological problems will be discussed.
Prerequisite: None.

#BIOL 2416
Genetics
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This is a study of the principles of molecular and classical genetics and the function and transmission of hereditary material. It includes population genetics and genetic engineering.
Prerequisite: BIOL 1406 and CHEM 1411 with a grade of "C" or better.

#BIOL 2420
Microbiology for Non-Science Majors
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to the morphology, physiology and taxonomy of pathogenic microorganisms. In this course, students will be presented with basic knowledge about the discipline of microbiology, the study of disease transmission, resistance to infection, microbial control and a brief review of food microbes, public health and immunology. Emphasis will include methods for studying microbes, metabolism, growth, epidemiology, pathogenesis, and infectious diseases. Laboratory exercises will provide students with hands-on experience in studying microbiological applications and sound techniques in culturing, staining and identifying bacteria.
Prerequisite: BIOL 2402 with a grade of "C" or better.
#BIOL 2421
Microbiology for Science Majors
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This is a study of principles of microbiology, including metabolism, structure, function, genetics, and phylogeny of microbes. The course will also examine the interactions of microbes with each other, hosts and the environment. Laboratory activities will reinforce principles of microbiology as well as the microbial interactions including all of the principles and microbial interactions covered in the lecture sessions.
Prerequisite: BIOL 1406, BIOL 1407 and CHEM 1411 with a grade of "C" or better.

Busi Sys Networking/Tel (ITNW)

ITNW 1413
Computer Virtualization
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is designed to implement and support virtualization of clients of servers in a networked computing environment. This course explores installation, configuration, and management of computer virtualization workstation and servers.
Prerequisite: CPMT 1403, CPMT 1449.

ITNW 1425
Fundamentals of Networking Technologies
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course provides instruction in networking technologies and their implementation. Topics will include the OSI reference model, network protocols, transmission media, and networking hardware and software.
Prerequisite: None.

ITNW 1451
Fundamentals of Wireless LANs
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
The focus of this course is to design, plan, implement, operate, and troubleshoot Wireless Local Area Networks (WLANs). Includes WLAN design, installation, and configuration; and WLAN security issues and vendor interoperability strategies.
Prerequisites: CPMT 1403, CPMT 1449.

ITNW 1454
Implementing and Supporting Servers
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This is a course in the development of skills necessary to implement, administer, and troubleshoot information systems that incorporate servers in a networked computing environment.
Prerequisite: ITSY 1400 or ITNW 1425.

ITNW 2164
CAPSTONE: Network Practicum
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:10
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: ITSY 1400, ITNW 2435, and ITSY 1442.

ITNW 2421
Networking with TCP/IP
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course will prepare the student to set up, configure, use, and support Transmission Control Protocol/internet Protocol (TCP/IP) on networking operating systems.
Prerequisite: ITNW 1425.

ITNW 2435
Network Troubleshooting and Support
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
In this course the student is provided instruction in the techniques used to troubleshoot and support networks with emphasis on solving real world problems in a hands-on environment. Topics will include troubleshooting and research techniques, available resources, and network management hard/software.
Prerequisite: ITNW 2421 and ITNW 1454.

ITNW 2453
Advanced Routing and Switching
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
The focus of this course is on advanced concepts for the implementation, operation, and troubleshooting of switched and routed environments. It emphasizes advanced routing protocols, Multi-Protocol Label Switching (MPLS), and advanced security.
Prerequisite: ITSY 1442.

Business (BUSI)

#BUSI 1301
Business Principles
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides a survey of economic systems, forms of business ownership, and considerations for running a business. Students will learn various aspects of business, management, and leadership functions; organizational considerations; and decision-making processes. Financial topics are introduced, including accounting, money and banking, and securities markets. Also included are discussions of business challenges in the legal and regulatory environment, business ethics, social responsibility, and international business. Emphasized is the dynamic role of business in everyday life.
Prerequisite: None.

#BUSI 2301
Business Law
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
The course provides the student with foundational information about the U.S. legal system and dispute resolution, and their impact on business. The major content areas will include general principles of law, the relationship of business and the U.S. Constitution, state and federal legal systems, the relationship between law and ethics, contracts, sales, torts, agency law, intellectual property, and business law in the global context. (Transfers only as an elective)
Prerequisite: None.

Business Admin Mangt (BMGT)

BMGT 1301
Supervision
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of the role of the supervisor. Managerial functions as applied to leadership, counseling, motivation, and human skills are examined.
Prerequisite: None.

BMGT 1305
Communications in Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course includes basic theory and process of communication skills necessary for the management of an organization's workforce.
Prerequisite: ITSC 1409 or COSC 1301.
**Prerequisite:** None.

This course explores critical path methods for planning and controlling projects. It includes time/cost tradeoffs, resource utilization, stochastic considerations, task determination, time management, scheduling management, status reports, budget management, customer service, professional attitude, and project supervision. **Prerequisite:** None.

**BMGT 1391 Business Conduct**

CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  

This course is a study of the business code of conduct as it relates to management practices, employee relations, and organizational structure. Topics include employee performance, interpersonal relations, teamwork dynamics, resolving organizational problems, and dealing with ethical issues related to business. **Prerequisite:** None.

**BMGT 2168 Accounting Practicum**

CRT HRS:1  LEC HRS:0  LAB HRS:0  OTH HRS:14

This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. **Prerequisite:** Approval of Practicum Coordinator.

**BMGT 2268 Business Administration Practicum**

CRT HRS:2  LEC HRS:0  LAB HRS:0  OTH HRS:14

This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. **Prerequisite:** Approval of Practicum Coordinator.

**BMGT 2303 Problem Solving and Decision Making**

CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0

This course emphasizes decision making and problem solving process in organizations, utilizing logical and creative problem solving techniques. Application of theory is provided by experimental activities such as small group discussions, case studies and the use of other managerial decision aids. **Prerequisite:** None.

**Business Marketing (MRKG)**

**MRKG 1301 Customer Relationship Management**

CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0

Topics in this course address general principles of customer relationship management including skills, knowledge, attitudes, and behaviors. **Prerequisite:** None.

**MRKG 1311 Principles of Marketing**

CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0

This course is an introduction to the marketing mix functions and process; identification of consumer and organizational needs; explanation of economic, psychological, sociological, environmental, and global issues. A description and analysis of the importance of marketing research is also provided. **Prerequisite:** None.

**MRKG 1313 Public Relations**

CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0

This course is an exploration of theories, techniques, and processes of public relations including means of influencing methods of building good will, analysis of media, obtaining publicity, and implementation of public relations programs. **Prerequisite:** None.

**MRKG 2333 Principles of Selling**

CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0

This course is an overview of the selling process. Identification of the elements of the communication process between buyers and sellers and examination of the legal and ethical issues of organizations which affect salespeople are included. **Prerequisite:** None.

**MRKG 2349 Advertising and Sales Promotion**

CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0

This course covers integrated marketing communications. It includes advertising principles and practices. Emphasis is on multi-media of persuasive communication including buyer behavior, budgeting, and regulatory constraints. **Prerequisite:** None.

**Chemistry (CHEM)**

**CHEM 1411 General Chemistry I**

CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0

This course will cover fundamental principles of chemistry for majors in the sciences, health sciences and engineering; topics include measurements, fundamental properties of matter, states of matter, chemical reactions, chemical stoichiometry, periodicity of elemental properties, atomic structure, chemical bonding, molecular structure, solutions, property gases, and an introduction to thermodynamics and descriptive chemistry. Basic laboratory experiments supporting theoretical principles presented in CHEM 1411 will be performed. Introduction of the scientific method, experimental design, data collection and analysis, and preparation of laboratory reports will be emphasized. **Prerequisite:** TSI complete in Reading and completion of MATH 1414 with a grade of "C" or better or equivalent.

**CHEM 1412 General Chemistry II**

CRT HRS:4  LEC HRS:3  LAB HRS:0  OTH HRS:0

This course will cover chemical equilibrium; phase diagrams and spectrometry; acid-base concepts; thermodynamics; kinetics; radiochemistry; nuclear chemistry; an introduction to organic chemistry and descriptive inorganic chemistry. Basic laboratory experiments supporting theoretical principles presented in CHEM 1412 will be performed. Introduction of the scientific method, experimental design, chemical instrumentation, data collection and analysis, and preparation of laboratory reports will be emphasized. **Prerequisite:** CHEM 1411 with a grade of "C" or better.

**CHEM 2423 Organic Chemistry I**

CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0

This is a study of fundamental principles of organic chemistry will be studied, including the structure, bonding, properties, and reactivity of organic molecules; and properties and behavior of organic compounds and their derivatives. Emphasis is placed on synthesis and mechanisms. Includes study of covalent and ionic bonding, nomenclature, stereochemistry, structure and reactivity, reaction mechanisms, functional groups, and synthesis of simple molecules. Laboratory activities will reinforce fundamental principles presented in CHEM 2423 lecture. Methods for the purification and identification of organic compounds will be examined. **This course is intended for students in science or pre-professional programs.** **Prerequisite:** CHEM 1412 with a grade of "C" or better.
#CHEM 2425
Organic Chemistry II
CDE HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
Advanced principles of organic chemistry will be studied, including the structure, properties, and reactivity of aliphatic and aromatic organic molecules; and properties and behavior of organic compounds and their derivatives. Emphasis is placed on organic synthesis and mechanisms. Includes study of covalent and ionic bonding, nomenclature, stereochemistry, structure and reactivity, reaction mechanisms, functional groups, and synthesis of simple molecules. Laboratory activities reinforce advanced principles of organic chemistry presented in CHEM 2425 lecture. THIS COURSE IS INTENDED FOR STUDENTS IN SCIENCE OR PRE-PROFESSIONAL PROGRAMS.
Prerequisite: CHEM 2423 with a grade of "C" or better.

##Child Care & Dev (CDEC)

###CDEC 1167
Capstone: Field Study Infant/Toddler
CDE HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:7
This course provides practical, general workplace training in the Child Care field supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Concurrent enrollment in or completion of CDEC 1319 with a "C" or better and permission from the department.

###CDEC 1313
Curriculum Resources for Early Childhood Programs
CDE HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of the fundamentals developmentally appropriate curriculum design and implementation in early care and education programs for children.
Prerequisite: None.

###CDEC 1319
Child Guidance
CDE HRS:2 LEC HRS:2 OTH HRS:0
This course is an exploration of guidance strategies for promoting pro-social behaviors with individual and groups of children. Emphasis is placed on positive guidance principles and techniques, family involvement and cultural influences. It will include practical application through direct participation with children.
Prerequisite: None.

###CDEC 1321
The Infant and Toddler
CDE HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of appropriate infant and toddler (birth to 3 years) programs, including an overview of development, quality care giving routines, learning environments, materials and activities, and teaching/guiding techniques.
Prerequisite: None.

###CDEC 1323
Observation and Assessment
CDE HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of observation skills, assessment techniques, and documentation of children's development.
Prerequisite: None.

###CDEC 1341
CDA Preparation for Assessment
CDE HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the preparation for the Child Development Associate (CDA) credential assessment includes writing CDA competency statements, completing a CDA professional resource file, and preparing for formal CDA observation and assessment.
Prerequisite: TECA 1354, TECA 1318, TECA 1303 and TECA 1311.

##CDEC 1356
Emergent Literacy for Early Childhood
CDE HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an exploration of principles, methods, and materials for teaching young children language and literacy through a play-based, integrated curriculum.
Prerequisite: None.

##CDEC 1358
Creative Arts for Early Childhood
CDE HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an exploration of principles, methods, and materials for teaching young children music, movement, visual arts, and dramatic play through process-oriented experiences to support divergent thinking.
Prerequisite: None.

##CDEC 1359
Children with Special Needs
CDE HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of information regarding children with special needs including possible causes and characteristics of exceptionalities, intervention strategies, available resources, referral processes, the advocacy role, and legislative issues.
Prerequisite: None.

##CDEC 1417
Child Development Associate Training I
CDE HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This course is based on the requirements for the Child Development Associate credential (CDA). Topics include a CDA overview, general observation skills, and a child growth and development overview. The four functional areas of study covered in this course include creative, cognitive, physical, and communication.
Prerequisite: Program Chair Approval.

###CDEC 2166
Capstone: Field Study Preschool
CDE HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:7
This course provides practical, general workplace training in the Child Care field supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Concurrent enrollment in or completion of CDEC 1319 with a "C" or better and permission from the department.

###CDEC 2167
Capstone: Administration
CDE HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:7
This course provides practical, general workplace training in the Child Care field supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: CDEC 2166 and Program Chair Approval.

###CDEC 2307
Math and Science for Early Childhood
CDE HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an exploration of principles, methods, and materials for teaching children math and science concepts and process skills through discovery and play.
Prerequisite: None.

###CDEC 2326
Administration of Programs for Children I
CDE HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a practical application of management procedures for early child care and education programs, including a study of planning, operating, supervising, and evaluating programs. Course topics include philosophy, types of programs, policies, fiscal management, regulations, staffing, evaluation, and communication.
Prerequisite: Six credits in Child Development courses or Program Chair approval.
Prerequisite: None.

#TECA 1318
Wellness of the Young Child
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This is a study of the factors that impact the well-being of the young child including healthy behavior, food, nutrition, fitness, and safety practices. Focuses on local and national standards and legal implications of relevant policies and regulations. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth to age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. Course includes a minimum of 16 hours of field experiences.
Prerequisite: None.

Coll. Success-Hlth Care (CSFH)
CSFH 0101
College Success for Healthcare
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course aids the healthcare student to perform successfully in healthcare education by understanding his or her personal learning style, understanding and using college policies and procedures including clinical requirements, criminal background authorizations, vaccinations, drug and alcohol testing, managing time, memorizing information, reading textbooks for maximum learning, taking effective notes from lectures and books, maximizing test scores, thinking critically, communicating well both orally and in writing, by learning and applying library and technological healthcare research techniques, and by learning about each of the healthcare professions taught at South Texas College. Some healthcare programs award points toward selection for completion of CSFH with a grade of “A” or “B.” This course fulfills a requirement for all first-time developmental students who are not TSI complete, and for all students (including transfer students) with grade point averages below 2.0. It is not required for students enrolled in a certificate program (42 or fewer semester credit hours or equivalent) or for students who are TSI exempt.
Prerequisite: None.

Comm System Install (CSIR)
CSIR 1355
Industry Certifications
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course prepares the student for the certifications required by industry. Prerequisite: None.

Child Care & Devlpmt (TECA)

#TECA 1303
Family, School, and Community
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is a study of the child, family, community, and schools, including parent education and involvement, family and community lifestyles, child abuse, and current family life issues. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth through age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. The course includes a minimum of 16 hours of field experiences.
Prerequisite: None.

#TECA 1311
Educating Young Children
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is an introduction to the education of the young child, including developmentally appropriate practices and programs, theoretical and historical perspectives, ethical and professional responsibilities, and current issues. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth through age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations, and the course includes a minimum of 16 hours of field experiences.
Prerequisite: None.
Commercial Art (ARTC)
ARTC 1402
Capstone: Digital Imaging I
CRT HRS: 4 LEC HRS: 3 LAB HRS: 3 OTH HRS: 0
This course covers digital imaging using raster image editing and/or image creation software: scanning, resolution, file formats, output devices, color systems, and image acquisitions.
Prerequisite: Completion of ARCE 1421.

ARTC 1413
Digital Publishing I
CRT HRS: 4 LEC HRS: 3 LAB HRS: 3 OTH HRS: 0
This course is the study of the fundamentals of using digital layout as a primary publishing tool and the basic concepts and terminology associated with typography and page layout.
Prerequisite: ITSC 1409.

Commercial Photography (PHTC)
PHTC 1347
Landscape Photography
CRT HRS: 3 LEC HRS: 2 LAB HRS: 4 OTH HRS: 0
This course provides skill development in the inspection of the landscape visually and photographically utilizing various camera formats.
Topics include exploration of historic, geographical, and cultural locations, and review of landscape photographers.
Prerequisite: PHTC 2431.
PHTC 2431
Architectural Photography
CRT HRS: 4 LEC HRS: 3 LAB HRS: 3 OTH HRS: 0
This course is a study of the equipment, processes, and procedures necessary for the photography of building exteriors and interiors, dusk/night and architectural landscapes, and construction progress.
Prerequisite: None.

Communication (COMM)
#COMM 1307
Introduction to Mass Communication
CRT HRS: 3 LEC HRS: 3 LAB HRS: 0 OTH HRS: 0
This course is a survey of the fundamentals of mass media and their functions and influences on society.
Prerequisite: Eligible for ENGL 1301.

#COMM 2305
Editing and Layout
CRT HRS: 3 LEC HRS: 2 LAB HRS: 2 OTH HRS: 0
This is a course in the editing and layout processes, with emphasis on accuracy and fairness, including the principles and techniques of design.
Prerequisite: Completion of COMM 1307, COMM 2327, COMM 2330, and ENGL 1301.

#COMM 2311
Media Writing
CRT HRS: 3 LEC HRS: 2 LAB HRS: 4 OTH HRS: 0
This course focuses on the fundamentals of writing for the mass media. This course includes instruction in professional methods and techniques for gathering, processing and delivering content.
Prerequisite: TSI complete in Reading and Writing, or equivalent.

#COMM 2315
News Reporting
CRT HRS: 3 LEC HRS: 2 LAB HRS: 4 OTH HRS: 0
This course focuses on advanced news-gathering and writing skills. It concentrates on the three-part process of producing news stories: discovering the news, reporting the news, and writing the news in different formats.
Prerequisite: COMM 2311.

#COMM 2327
Introduction to Advertising
CRT HRS: 3 LEC HRS: 3 LAB HRS: 0 OTH HRS: 0
This course covers the fundamentals of advertising, including marketing theory and strategy, copy writing, design, and selection of media.
Prerequisite: Completion of ENGL 1301.

#COMM 2330
Introduction to Public Relations
CRT HRS: 3 LEC HRS: 3 LAB HRS: 0 OTH HRS: 0
This course explores the history and development of public relations. Presentation of the theory behind and process of public relations, including the planning, implementation, and evaluation of PR campaigns.
Prerequisite: Completion of ENGL 1301.

#COMM 2339
Writing for Radio, Television, and Film
CRT HRS: 3 LEC HRS: 3 LAB HRS: 0 OTH HRS: 0
This course is an introduction to basic script formats, terminology, and writing techniques, including the writing of commercials, public service announcements, promotions, news, documentary, and fictional materials.
Prerequisite: ENGL 1302 and completion of or concurrent enrollment in COMM 2305.

#COMM 2389
Academic Cooperative
CRT HRS: 3 LEC HRS: 3 LAB HRS: 0 OTH HRS: 0
This course is an instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of communication.
Prerequisite: Completion of COMM 1307, COMM 2327, COMM 2330, COMM 2305, and COMM 2339.

Comp & Info Science (ITSC)
ITSC 1405
Introduction to PC Operating Systems
CRT HRS: 4 LEC HRS: 3 LAB HRS: 3 OTH HRS: 0
This course is a study of personal computer operating systems. Topics include installation and configuration, file management, memory and storage management, control of peripheral devices, and use of utilities.
Prerequisite: None.

ITSC 1407
UNIX Operating System I
CRT HRS: 4 LEC HRS: 3 LAB HRS: 4 OTH HRS: 0
This course is the study of the UNIX operating system including multi-user concepts, terminal emulation, use of system editor, basic UNIX commands, and writing script files. Topics include introductory systems management concepts.
Prerequisite: ITNW 1425.

ITSC 1409
Integrated Software Applications I
CRT HRS: 4 LEC HRS: 3 LAB HRS: 3 OTH HRS: 0
In this course the student will learn integration of applications from popular business productivity software suites. There will also be instruction in embedding data, linking and combining documents using word processing, spreadsheets, databases, and/or presentation media software.
Prerequisite: None.
ITSC 1416
Linux Installation and Configuration
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course is an introduction to Linux operating system. Includes Linux installation, basic administration, utilities and commands, upgrading, networking, security, and application installation. Emphasizes on hands-on setup, administration, and management of Linux.
Prerequisite: ITSC 1405.

ITSC 1425
Personal Computer Hardware
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course is a study of current personal computer hardware including personal computer assembly and upgrading, setup and configuration, and troubleshooting.
Prerequisite: None.

ITSC 2165
CAPSTONE: Systems Administration Practicum
CRT HRS:1  LEC HRS:0  LAB HRS:0  OTH HRS:10
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: ITNW 2421 and ITNW 1454.

ITSC 2166
Capstone: Cybersecurity Practicum
CRT HRS:1  LEC HRS:0  LAB HRS:0  OTH HRS:10
Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.
Prerequisite: ITSC 2459.

ITSC 2346
Computer Center Management
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course instructs the student in assessing the needs of a computing center as well as the general principles of hardware and software acquisition, maintenance, licensing, and improving usage scheduling. Emphasis is placed on interpersonal communication and management skills.
Prerequisite: ITNW 2435 or ITSY 2441.

ITSC 2439
Personal Computer Help Desk
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course instructs the student in the diagnosis and solution of user hardware and software related problems with on-the-job and/or simulated projects.
Prerequisite: ITNW 1454.

Computer & Info. Tech. (CITP)
CITP 3302
Advanced Networking (Networking +)
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course prepares individuals for a career as a Network Engineer in the Information Technology support industry. Students will be taught the various responsibilities and tasks required for service engineer to successfully perform in a specific environment.
Prerequisite: ITNW 2421 and Program Chair approval.

CITP 3305
System Analysis and Design
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course provides a systematic approach to developing computer-based information systems utilizing the systems development life cycle (SDLC) with the emphasis on analysis and design. Students will participate in a real-world project that will enable them to implement certain facets of system development. Topics include feasibility study/project planning, requirements definition and analysis, and user interface design.
Prerequisite: Program Chair approval.

CITP 3306
Internet/Intranet Server Integration
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course is an in-depth study in the designing, installing, and administration of Windows and Linux-based servers. Use of scripting languages to administer servers will be used.
Prerequisite: ITNW 1425 or CPMT 1449 with a grade of "C" or better and Program Chair approval.

CITP 3310
Survey of Programming Languages
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course introduces two languages. One language will be a common programming language and the other will be a common scripting language. The concepts covered in the programming language will include input and output, conditionals, and use of standard structures in the language. The concepts covered in the scripting language will include formatting, enhancements and error detection.
Prerequisite: ITSE 1431 (or COSC 1430), and CITP 3305 with a grade of "C" or better and Program Chair approval.

CITP 3311
Reverse Software Engineering
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course provides a study of reverse software engineering concepts and hands-on training with reverse engineering tools including disassemblers, decompilers and code analyzers.
Prerequisite: CITP 3310 with a grade of "C" or better and Program Chair approval.

CITP 3312
Fundamentals of Information Security
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course synthesizes technical material covered in prior courses to monitor, audit, analyze, and revise computer and network security systems to ensure appropriate levels of protection are in place.
Prerequisite: ITNW 2421 and Program Chair approval.

CITP 3320
Database Management
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
In this course, the logical concept and physical organization of relational database management systems are studied. The SQL language will be used extensively in exploring and querying databases. Students will receive extensive hands-on skills for designing, analyzing and implementing a relational database using Oracle.
Prerequisite: CITP 3310 with a grade of "C" or better and Program Chair approval.

CITP 3360
Digital Image Processing and Presentation
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course provides a basic competency in preparation and creation of photo quality images. Topics may include cropping, color adjustments, restoration of damage, adding and removing elements and animated images.
Prerequisite: Program Chair approval.

CITP 4301
Capstone: Computer and Information Technology Internship
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course presents a work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer.
Prerequisite: Senior standing and program chair approval.

248 Computer & Info. Tech. (CITP)
CITT 4316
Advanced Web Design
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course will introduce the paradigm of web development by utilizing server-side technology. Data-driven web applications will be created by applying programming, security and database management techniques. Topics include, but are not limited to, dynamic web page generation, basic web server configuration and database connectivity.
Prerequisite: CITT 3310 and (ITSE 1411 or COSC 1315) with a grade of "C" or better and Program Chair approval.

CITT 4330
Advanced Network Security
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course prepares students to synthesize technical material covered in prior courses to perform a comprehensive security audit on a network infrastructure. Includes configuring secure hardware and software firewalls. Emphasis will be placed on overall network security processes and competencies covered on security certification exams.
Prerequisite: CITT 3312 with a grade of "C" or better and Program Chair approval.

CITT 4340
Special Topics Course - CIT
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
In this course, students will utilize knowledge from previous course work to create a programming project. The programming project has to adhere to the given topic of study. The topic of study chosen by the instructor may change from semester to semester.
Prerequisite: CITT 4350 with a grade of "C" or better and Program Chair approval.

CITT 4345
Data Communications - Convergent Technologies
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course focuses on a study of telecommunications convergent technologies including telephone, LAN, WAN, wireless, voice, video, and internet protocol.
Prerequisite: CITT 3302 with a grade of "C" or better and Program Chair approval.

CITT 4350
Advanced Computer Programming
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course will introduce students to more advanced concepts in computer programming languages. Topics may include Graphical User Interface, Database Connectivity, Threads, and Network Programming.
Prerequisite: CITT 3310 with a grade of "C" or better and Program Chair approval.

Computer Engr Tech (CETT)

CETT 1409
DC/AC Circuits
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course covers the fundamentals of DC circuits and AC circuits operation including Ohm's law, Kirchhoff's laws, networks, transformers, resonance, phasors, capacitive and inductive and circuit analysis techniques.
Prerequisite: None.

CETT 1421
Electronic Fabrication
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course is a study of electronic circuit fabrication techniques including printed circuit boards, wire wrapping, bread boarding, and various soldering techniques.
Prerequisite: None.

CETT 1425
Digital Fundamentals
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This is an entry level course in digital electronics covering number systems, binary mathematics, digital codes, logic gates, Boolean algebra, Karnaugh maps, and combinational logic. Emphasis is placed on circuit logic analysis and troubleshooting digital circuits.
Prerequisite: None.

CETT 2189
CAPSTONE: Internship
CRT HRS:1  LEC HRS:0  LAB HRS:0  OTH HRS:6
This is a work-based experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer.
Prerequisite: CETT 1425 and RBTC 1405.

Computer Maint Tech (CPMT)

CPMT 1166
CAPSTONE: Computer Systems Technology Practicum
CRT HRS:1  LEC HRS:0  LAB HRS:0  OTH HRS:10
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: CPMT 1411 or concurrent enrollment in CPMT 1445.

CPMT 1167
CAPSTONE: Practicum-Computer Installation
CRT HRS:1  LEC HRS:0  LAB HRS:0  OTH HRS:10
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.
Prerequisite: CPMT 1403.

CPMT 1403
Introduction to Computer Technology
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This is a fundamental computer course that provides in-depth explanation of the procedures to utilize hardware and software. Emphasis is placed on terminology, acronyms, and hands-on activities.
Prerequisite: None.

CPMT 1404
Microcomputer System Software
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course provides skill development in the installation, configuration, maintenance and troubleshooting of system software in microcomputers. Topics may include operating systems, utility software and other software affecting the basic operation of a microcomputer system.
Prerequisite: None.

CPMT 1411
Introducetion to Computer Rehabilitation
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course is an introduction to the rehabilitation, configuration, and maintenance of a microcomputer system.
Prerequisite: None.

CPMT 1443
Microcomputer Architecture
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course covers computer characteristics and subsystem operations, timing, control circuits, and internal input/output controls.
Prerequisite: None.

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CPMT 1445  
Computer Systems Maintenance  
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0  
This course is a study of the components within a computer system. Development of testing and troubleshooting skills is emphasized.  
Prerequisite: CPMT 1403 or CPMT 1411.

CPMT 1447  
Computer System Peripherals  
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0  
This course covers theory and practices involved in computer peripherals, operation and maintenance techniques, and specialized test equipment.  
Prerequisite: CPMT 1411 or CPMT 1446.

CPMT 1449  
Computer Networking Technology  
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0  
This course covers networking fundamentals, terminology, hardware, software, and network architecture. It includes local and wide area networking concepts and networking installations and operations.  
Prerequisite: None.

CPMT 2166  
CAPSTONE: Computer Systems Technology Practicum  
CRT HRS:1  LEC HRS:0  LAB HRS:0  OTH HRS:10  
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.  
Prerequisite: CPMT 2433.

CPMT 2188  
CAPSTONE: Internship-Computer Installation  
CRT HRS:1  LEC HRS:0  LAB HRS:0  OTH HRS:6  
This course is a work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. A learning plan is developed by the college and the employer.  
Prerequisite: CPMT 1403.

CPMT 2350  
Industry Certification Preparation  
CRT HRS:3  LEC HRS:2  LAB HRS:0  OTH HRS:0  
This course provides an overview of the objectives for the industry specific certification exam.  
Prerequisite: CPMT 2433.

CPMT 2402  
Home Technology Integration  
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0  
This course is a study of integration and maintenance of various home technology subsystems. Topics include home automation, security and surveillance, home networks, video and audio networks, and structured wiring.  
Prerequisite: CPMT 1445 and CPMT 1449.

CPMT 2433  
Computer Integration  
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0  
This is an advanced course in integration of hardware, software, and applications. Customization of computer systems for specific applications such as engineering, multimedia, or data acquisition is covered.  
Prerequisite: CPMT 1445 and CPMT 1449.

CPMT 2445  
Computer System Troubleshooting  
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0  
This course includes principles and practices involved in computer system troubleshooting techniques and repair procedures including advanced diagnostic test programs and the use of specialized test equipment.  
Prerequisite: CPMT 1445.

CPMT 2449  
Advanced Computer Networking Technology  
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0  
This course is an in-depth study of networking technology with emphasis on network operating systems, network connectivity, hardware, and software. It includes implementation, troubleshooting, and maintenance of LAN and/or WAN network environments.  
Prerequisite: CPMT 1449.

Computer Prog (ITSE)  

ITSE 1411  
Beginning Web Page Programming  
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0  
This course provides skill development in web page programming including mark-up and scripting languages.  
Prerequisite: None.

ITSE 1431  
Introduction to Visual Basic Programming  
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0  
This course is an introduction to computer programming using Visual BASIC. Emphasis is placed on the fundamentals of structured design, development, testing, implementation, and documentation. Topics will also include language syntax, data and file structures, input/output devices, and files.  
Prerequisite: ITSE 1409.

ITSE 2409  
Database Programming  
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0  
In this course the student will learn database development using database programming techniques emphasizing database structures, modeling, and database access.  
Prerequisite: ITSE 1409.

Computer Science (BCIS)  

BCIS 1305  
Business Computer Applications  
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0  
In this course, students will study computer terminology, hardware, and software related to the business environment. The focus of this course is on business productivity software applications and professional behavior in computing, including word processing (as needed), spreadsheets, databases, presentation graphics, and business-oriented utilization of the Internet.  
Prerequisite: None.

Computer Science (COSC)  

COSC 1301  
Introduction to Computing  
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0  
Overview of computer systems-hardware, operating systems, the internet, and application software including word processing, spreadsheets, presentation graphics, and databases. Current topics such as the effect of computers on society, and the history and use of computers in business, educational, and other interdisciplinary settings are also studied. This course is not intended to count toward a student’s major field of study in Business or Computer Science.  
Prerequisite: None.
Prerequisite: COSC 1337 with a grade of "C" or better.

COSC 1337
Introduction to Computer Programming
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is an introduction to computer programming for solving a variety of problems. This course is intended for non-computer science and non-computer engineering majors. Emphasis on the fundamentals of design, development, testing, implementation, and documentation of computer programs. Includes problem solving with structured techniques and algorithms using pseudo code and/or graphical representations.
Prerequisite: COSC 1301 with a grade of "C" or better or BCIS 1305 with a grade of "C" or better.

COSC 1320
C Programming
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course introduces the fundamental concepts of structured programming in the C language. Topics include data types; control structures; functions; structures, arrays, pointers, pointer arithmetic, unions, and files; the mechanics of running, testing, and debugging programs; introduction to programming; and introduction to the historical and social context of computing.
Prerequisites: MATH 0200 or TSI complete in Math.

COSC 1337
Programming Fundamentals II
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course focuses on the object-oriented programming paradigm, emphasizing the definition and use of classes along with fundamentals of object-oriented design. The course includes basic analysis of algorithms, searching and sorting techniques, and an introduction to software engineering processes. Students will apply techniques for testing and debugging software.
Prerequisite: COSC 1436 with a grade of "C" or better.

COSC 1436
Programming Fundamentals I
CRT HRS:4 LEC HRS:3 LAB HRS:2 OTH HRS:0
This course introduces the fundamental concepts of structured programming. Topics include software development methodology, data types, control structures, functions, arrays, and the mechanics of running, testing, and debugging. This course assumes computer literacy.
Prerequisite: Concurrent enrollment in MATH 0200 or TSI Complete in Math, recommended MATH 1414 with a grade of "C" or better.

COSC 2425
Computer Organization
CRT HRS:4 LEC HRS:3 LAB HRS:2 OTH HRS:0
The organization of computer systems is introduced using assembly language. Topics include basic concepts of computer architecture and organization, memory hierarchy, data types, computer arithmetic, control structures, interrupt handling, instruction sets, performance metrics, and the mechanics of testing and debugging computer systems. Embedded systems and device interfacing are introduced.
Prerequisite: COSC 1436 with grade of "C" or better.

COSC 2436
Programming Fundamentals III
CRT HRS:4 LEC HRS:3 LAB HRS:2 OTH HRS:0
This course includes further applications of programming techniques, introducing the fundamental concepts of data structures and algorithms. Topics include data structures (including stacks, queues, linked lists, has tables, trees, and graphs), searching, sorting, recursion, and algorithmic analysis. Programs will be implemented in an appropriate object oriented language.
Prerequisite: COSC 1337 with a grade of "C" or better.

Construction/Bldg Tech (CNBT)

CNBT 1166
CAPSTONE: Practicum I
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:7
This course is a practical, general workplace training supported by an individualized learning plan developed by the employer, College and student. The student will be required to, as outlined in the learning plan, apply the theory, concept and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills, using the terminology of the occupation and the business/industry.
Prerequisite: Concurrent enrollment in or completion of CNBT 1315.

CNBT 1300
Residential and Light Blueprint Reading and Sketching
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is an introduction to blueprint reading for residential and light commercial construction.
Prerequisites: Completion of or concurrent enrollment in CNBT 1311, CNBT 1311, and CNBT 1309.

CNBT 1302
Mechanical, Plumbing & Electrical Systems in Construction I
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is a presentation of the basic mechanical, plumbing, and electrical components in construction and their relationship to residential and light commercial buildings.
Prerequisites: CNBT 1309, CNBT 1300, CNBT 1311.

CNBT 1309
Basic Construction Management
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course provides an integrated look at the practice of construction management on the job site to introduce the basic skills used in human resources management. Students will be able to identify the tools and techniques used by the job site manager in planning and scheduling a construction project; develop a basic site layout plan for equipment and materials delivery and erection process; develop a basic safety and loss control plan for a typical construction project; and explain the use of construction documents on the construction project.
Prerequisite: Completion of or concurrent enrollment in CNBT 1316, CNBT 1311, and CNBT 1300.

CNBT 1311
Construction Methods and Materials I
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is an introduction to construction materials and methods and their applications.
Prerequisites: Completion of or concurrent enrollment in CNBT 1316, CNBT 1300, and CNBT 1309.

CNBT 1315
Field Engineering I
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course includes surveying equipment, sketches, proper field note taking, methods of staking, layout of building site, and horizontal and vertical controls.
Prerequisites: CNBT 1342, CNBT 1302.
CNBT 1316
Construction Technology I
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is an introduction to site preparation of foundations and form work, safety, tools, and equipment. Students will be required to explain safety practices and procedures; identify and demonstrate the use of tool and equipment; identify and estimate material requirements from blueprints; and demonstrate proper methods and techniques used in various types of site preparation and foundation.
Prerequisite: Completion of or concurrent enrollment in CNBT 1309, CNBT 1311, and CNBT 1300.

CNBT 1342
Building Codes and Inspections
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is an introduction to building codes and standards applicable to building construction and inspection processes. The student will be expected to identify various construction classifications and occupancy categories; cross-reference the guidelines, tables, charts, and specifications as presented in the building codes; and assess and determine if construction meets building code standards for site, foundation, rough, and final building structure inspection.
Prerequisite: CNBT 1309.

CNBT 1346
Construction Estimating I
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is an introduction to the fundamentals of estimating materials and labor costs in construction. The student will be required to explain estimating procedures; estimate materials from blueprints; and calculate labor units and costs.
Prerequisite: COSC 1301, CNBT 1311.

CNBT 1350
Construction Technology II
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is an introduction to framing in residential and light commercial construction to include safety, tools and equipment used in floor, wall, ceiling, and roof framing methods and systems.
Prerequisite: CNBT 1311, CNBT 1316.

CNBT 1359
Project Scheduling
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is a study of operational scheduling using critical-path-method; precedence and arrow networks; bar charts; monthly reports; and fast track scheduling.
Prerequisites: CNBT 1309, CNBT 1346.

CNBT 1380
CAPSTONE: Cooperative Education
CRT HRS:3 LEC HRS:1 LAB HRS:0 OTH HRS:20
This course is a career-related activities encountered in the student’s area specialization offered through an individualized agreement among the College, employer and student. Under the supervision of the College and the employer, the student combines classroom learning with work experience in combination with a lecture component. The student will be required to, as outlined in the learning plan, apply the theory, concept and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal and ethical behavior; safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry.
Prerequisite: CNBT 1350, CNBT 2344, CNBT 2337, and CNBT 1359.

CNBT 2304
Construction Methods and Materials II
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a continuation of the study of the properties of building materials, methods and equipment for their integrated use in completing construction projects. The student will be required to identify materials used in construction; identify and describe the basic characteristics, traditional uses for, and manner of assembly of common materials used in construction.
Prerequisite: ARCE 1303, DFTG 1315.

CNBT 2305
Building and Contracting
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course will present the basic process of organizing and operating a building or contracting business. The student will be expected to define the terms used in construction; as they relate to building and contracting; describe the organizational structure of a successful construction business; list the duties of owner, accountant, estimator, salesman, superintendent, and other field personnel; define methods used in selecting, coordinating, and dealing with subcontractors; develop a marketing approach that includes methods used in determining local market needs, selecting building lots, determining sale prices, and advertising; develop financial controls for a construction business; and develop a scheduling system.
Prerequisite: CNBT 2315.

CNBT 2315
Construction Specifications and Contracts
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introduction to legal aspects of written construction specifications including tax, insurance, and lien requirements as well as implementation, modification, and administration. The student will be required to describe the purpose of construction specifications; list and describe the Construction Specifications Institute (CSI) divisions in contract documents; identify the typical legal documents required for construction; and explain the purpose of general and special conditions.
Prerequisite: CNBT 2342, CNBT 2344.

CNBT 2317
Green Building
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is an introduction to methods and materials used for buildings that conserve energy, water and human resources. The student will be required to explain the concept of Green Building; select equipment to build rain water harvesting systems; and identify appropriate materials to build exterior and interior systems that reflect “Green by Design” concepts.
Prerequisite: CNBT 1302.

CNBT 2335
Computer Aided Construction Scheduling
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This is an advanced construction scheduling course utilizing computer scheduling software to perform various scheduling procedures. The student will be required to identify and select scheduling software programs; develop construction schedules with computer programs; and explain components and procedures in scheduling.
Prerequisite: CNBT 2342.
Criminal Justice (CRIJ)

#CRIJ 1301
Introduction to Criminal Justice
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides a historical and philosophical overview of the American criminal justice system, including the nature, extent, and impact of crime; criminal law; and justice agencies and processes. Prerequisite: TSI complete in Reading and Writing, or equivalent; or co-enrolled in INRW 0304.

#CRIJ 1306
Court Systems and Practices
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of the court system as it applies to the structures, procedures, practices and sources of law in American courts, using Federal and Texas statutes and case law. Prerequisite: TSI complete in Reading and Writing, or equivalent.

#CRIJ 1310
Fundamentals of Criminal Law
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is the study of criminal law including application of definitions, statutory elements, defenses and penalties using Texas statutes, the Model Penal Code, and case law. The course also analyzes the philosophical and historical development of criminal law and criminal culpability. Prerequisite: TSI complete in Reading and Writing, or equivalent.

#CRIJ 1313
Juvenile Justice System
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is the study of the juvenile justice process to include specializing in juvenile law; the role of the juvenile courts, police agencies and correctional agencies, as well as a focus on the theories of juvenile delinquency. Prerequisite: TSI complete in Reading and Writing, or equivalent.

#CRIJ 2313
Correctional Systems and Practices
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of institutional and non-institutional corrections. Emphasis will be placed on the organization and operation of correctional systems; treatment and rehabilitation; populations served; Constitutional issues; and current and future issues. Prerequisite: TSI complete in Reading and Writing, or equivalent; and a grade of "C" or higher in CRIJ 1301.

Culinary Arts/Chef Train (CHEF)

CHEF 1264
CAPSTONE: Practicum I
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:14
This course is a capstone experience for the certificate students. This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college and the student. Prerequisite: Second semester standing in the Commercial Cooking Certificate.

CHEF 1305
Sanitation and Safety
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of personal cleanliness; sanitary practices in food preparation; causes, investigation, and control of illness caused by food contamination (Hazard Analysis Critical Control Points); and work place safety standards. Prerequisite: None.

CHEF 1306
Basic Food Preparation
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a study of the fundamental principles of food preparation and cookery to include the Brigade System, cooking techniques, material handling, sanitization, sanitation, safety, nutrition, and professionalism. Prerequisite: None.
CHEF 1345
International Cuisine
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course explores classical cooking skills associated with the preparation and service of international and ethnic cuisines. Topics include similarities between food production systems used in the United States and other regions of the world. Prerequisite: CHEF 1301, CHEF 1305.

CHEF 2264
CAPSTONE: Practicum II
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:14
This course is a capstone experience for the A.A.S. students. This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college and the student. Prerequisite: Fourth semester standing in the Associate of Applied Science degree in Culinary Arts.

CHEF 2301
Intermediate Food Preparation
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is a continuation of CHEF 1301, Basic Food Preparation. Topics include the concept of pre-cooked food items, as well as scratch preparation. This course covers a full range of food preparation techniques. Prerequisite: CHEF 1301, CHEF 1305.

CHEF 2331
Advanced Food Preparation
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course reinforces the course material of Intermediate Food Preparation. Topics include the concept of pre-cooked food items and the preparation of canapés, hors d’oeuvres, and breakfast items. Prerequisite: Current Food Handlers Card or ServSafe Certified Food Protection Manager card, CHEF 1305, and RSTO 2307.

Dance (DANC)
#DANC 1241
Ballet I
CRT HRS:2 LEC HRS:1 LAB HRS:2 OTH HRS:0
This course offers knowledge and skill development in the basics of classical Russian ballet technique. Emphasis will be placed on correct alignment, basic barre work, simple center floor work, and ballet vocabulary. Prerequisite: None.

#DANC 2302
Dance Appreciation
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course focuses on an introduction to the theory of Western dance performance forms, including ballet, modern dance, jazz, post-modern dance, and Spanish Folkloric dance. Emphasis is placed on how to understand, enjoy, and appreciate the complexities of dance terminology, history, evolution, symbolism, and cultural applications, as pertaining to the various forms of dance. Prerequisite: TSI complete in Reading, or equivalent.

Data Processing Tech (ITSW)
ITSW 1410
Introduction to Presentation Graphics Software
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course provides instruction in the utilization of presentation software to produce multimedia presentations. Graphics, text, sound, animation and/or video may be used in presentation development. Prerequisite: ITSC 1409.

ITSW 2434
Advanced Spreadsheets
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is designed to provide the student with advanced techniques for developing and modifying spreadsheets. The course includes macros and data analysis functions. Prerequisite: ITSC 1409.

Diagnostic Med. Sono. (DMSO)
DMSO 1166
Practicum I
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:7
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 1210 with a "B" or better, DMSO 1302 and DMSO 1341 and DMSO 2305 with a "C" or better and concurrent enrollment in DMSO 2351.

DMSO 1210
Introduction to Sonography
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course is an introduction to the profession of sonography and the role of the sonographer. Emphasis is on medical terminology, ethical/legal aspects, written and verbal communication, and professional issues relating to registry, accreditation, professional organizations and history of the profession. Prerequisite: Admissions to the Diagnostic Medical Sonography Program; an AAS degree in Radiologic Technology and a current ARRT certification.

DMSO 1260
Clinical
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:12
This course provides a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Prerequisite: Admissions to the Diagnostic Medical Sonography Program and current enrollment in DMSO 1210, DMSO 1302, DMSO 1341 and DMSO 2305.

DMSO 1302
Basic Ultrasound Physics
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is about the basic acoustical physics and acoustical waves in human tissue. Emphasis is on ultrasound transmission in soft tissues, attenuation of sound energy, parameters affecting sound transmission and resolution of sound beams. Prerequisite: Admissions to the Diagnostic Medical Sonography Program and current enrollment in the following: DMSO 1210, DMSO 1260, DMSO 1341 and DMSO 2305.
DMSO 1341
Abdominopelvic Sonography
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0
This course includes an overview of normal anatomy and physiology of the abdominal and pelvic cavities as related to scanning techniques, transducer selection, and scanning protocols. 
Prerequisite: Admissions to the Diagnostic Medical Sonography Program and current enrollment in the following: DMSO 1210, DMSO 1260, DMSO 1302 and DMSO 2305.

DMSO 1342
Intermediate Ultrasound Physics
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0
This course offers a continuation of Basic Ultrasound Physics, which includes interaction of ultrasound with tissues, mechanics of ultrasound production and display, various transducer designs and construction, quality assurance, bioeffects, and image artifacts. It may introduce methods of Doppler flow analysis. 
Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 1167 with a "B" or better, DMSO 2353 with a "C" or better and concurrent enrollment in DMSO 2366, DMSO 2342 and DMSO 2441.

DMSO 2230
Advanced Ultrasound and Review
CRT HRS:2  LEC HRS:2  LAB HRS:1  OTH HRS:0
This course covers knowledge, skills and professional values within a legal and ethical framework addressing emerging technologies and professional development. 
Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 2366 with a "B" or better, DMSO 2342, DMSO 1342 and DMSO 2441 with a "C" or better and concurrent enrollment in DMSO 2367.

DMSO 2305
Sonography of Obstetrics/Gynecology
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0
This course provides a detailed study of the pelvis and obstetrics/gynecology as related to scanning techniques, patient history and laboratory data, transducer selection, and scanning protocols. 
Prerequisite: Admissions to the Diagnostic Medical Sonography Program and current enrollment in the following: DMSO 1210, DMSO 1260, DMSO 1302 and DMSO 1341.

DMSO 2342
Sonography of High Risk Obstetrics
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0
This course provides an overview of maternal disease and fetal abnormalities. It includes scanning techniques, patient history and laboratory data, transducer selection, and scanning protocols. 
Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 1167 with a "B" or better, DMSO 2353 with a "C" or better and concurrent enrollment in DMSO 2366, DMSO 1342 and DMSO 2441.

DMSO 2351
Doppler Physics
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course provides an overview of the Doppler and hemodynamic principles relating to arterial and venous imaging and testing. 
Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 1260 with a "B" or better, DMSO 1210, DMSO 1302, DMSO 1341 and DMSO 2305 with a "C" or better and concurrent enrollment in DMSO 1166.

DMSO 2353
Sonography of Superficial Structures
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course provides a detailed study of normal and pathological superficial structures as related to scanning techniques, patient history and laboratory data, transducer selection, and scanning protocols. 
Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 1167 with a "B" or better, DMSO 2353 with a "C" or better and concurrent enrollment in DMSO 1167.

DMSO 2366
Practicum III
CRT HRS:3  LEC HRS:0  LAB HRS:0  OTH HRS:24
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. 
Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 1167 with a "B" or better, DMSO 2353 with a "C" or better and concurrent enrollment in DMSO 2342, DMSO 1342 and DMSO 2441.

DMSO 2367
Practicum IV
CRT HRS:3  LEC HRS:0  LAB HRS:0  OTH HRS:24
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. 
Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 2366 with a "B" or better, DMSO 2342, DMSO 1342 and DMSO 2441 with a "C" or better and concurrent enrollment in DMSO 2230.

DMSO 2441
Sonography of Abdominopelvic Pathology
CRT HRS:4  LEC HRS:4  LAB HRS:1  OTH HRS:0
This course provides an overview of the pathologies and disease states of the abdomen and pelvis as related to scanning techniques, patient history and laboratory data, transducer selection, and scanning protocols. Emphasis in the endocavity sonographic anatomy and procedures including pregnancy. 
Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 1167 with a "B" or better, DMSO 2353 with a "C" or better and concurrent enrollment in DMSO 2366, DMSO 2342 and DMSO 1342.

Diesel Eng Mech/Repair
(DEMR)

DEMR 1229
Preventative Maintenance
CRT HRS:2  LEC HRS:1  LAB HRS:2  OTH HRS:0
This is an introductory course designed to provide the student with basic knowledge of proper servicing practices. Content includes record keeping and condition of major systems. 
Prerequisite: None.

DEMR 1230
Steering and Suspension I
CRT HRS:2  LEC HRS:1  LAB HRS:4  OTH HRS:0
This course is a study of design, function, maintenance, and repair of steering and suspension systems. Emphasis is on troubleshooting and repair of failed components. 
Prerequisite: None.

DEMR 1266
CAPSTONE: Practicum
CRT HRS:2  LEC HRS:0  LAB HRS:0  OTH HRS:20
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. 
Prerequisite: Permission from the department.
DEMR 1303
Basic Driving Skills
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0
This course is an introduction to the use of a Class 8 combination vehicle. Emphasis will be placed on preparation to obtain a Texas Commercial Drivers License (CDL).
Prerequisite: None.

DEMR 1323
Heating, Ventilation, and Air Conditioning Troubleshooting and Repair
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0
This course is an introduction to heating, ventilation, and air conditioning theory, testing, and repair. Emphasis on refrigerant reclamation, safety procedures, specialized tools, and repairs.
Prerequisite: None.

DEMR 1401
Diesel Shop Safety and Procedures
CRT HRS:4  LEC HRS:2  LAB HRS:4  OTH HRS:0
This course is a study of diesel shop safety, rules, basic shop tools, and test equipment.
Prerequisite: None.

DEMR 1405
Basic Electrical Systems
CRT HRS:4  LEC HRS:2  LAB HRS:6  OTH HRS:0
This course is an introduction to the basic principles of electrical systems of diesel powered equipment with emphasis on starters, alternators, and batteries.
Prerequisite: None.

DEMR 1410
Diesel Engine Testing and Repair I
CRT HRS:4  LEC HRS:2  LAB HRS:6  OTH HRS:0
This course is an introduction to testing and repairing diesel engines including related systems specialized tools.
Prerequisite: None.

DEMR 1416
Basic Hydraulics
CRT HRS:4  LEC HRS:2  LAB HRS:6  OTH HRS:0
This course covers the fundamentals of hydraulics including components and related systems.
Prerequisite: None.

DEMR 1417
Basic Brake Systems
CRT HRS:4  LEC HRS:2  LAB HRS:6  OTH HRS:0
This course is an introduction to the basic principles of brake systems of diesel powered equipment. Emphasis is placed on maintenance, repairs, and troubleshooting.
Prerequisite: None.

DEMR 1442
Power Train Applications I
CRT HRS:4  LEC HRS:2  LAB HRS:6  OTH HRS:0
This course provides in-depth coverage of the mechanics and theory of power trains. Emphasis is placed on disassembly, inspection, and repair of power train components.
Prerequisite: None.

DEMR 2432
Electronic Controls
CRT HRS:4  LEC HRS:2  LAB HRS:6  OTH HRS:0
This course covers advanced skills in diagnostic and programming techniques of electronic control systems.
Prerequisite: None.

Drafting (DFTG)

DFTG 1310
Specialized Basic Computer-Aided Drafting (CAD)
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0
This is a supplemental course to Basic Computer-Aided Drafting using an alternative computer-aided drafting (CAD) software to create detail and working drawings. Utilization of Civil 3D, Revit or similar programs will be emphasized.
Prerequisite: DFTG 2419 and ARCE 1452.

DFTG 1313
DRAFTING FOR SPECIFIC OCCUPATIONS
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0
This course is a discussion of theory and practice with drafting methods and the terminology required for non-drafting majors to prepare working drawings in Precision Manufacturing.
Prerequisite: DFTG 1325.

DFTG 1315
Architectural Blueprint Reading and Sketching
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0
This course examines the fundamentals of blueprint reading for the construction industry.
Prerequisite: Completion or Concurrent enrollment in DFTG 1409.

DFTG 1325
Blueprint Reading and Sketching
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course is an introduction to reading and interpreting the working drawings for manufactured products and associated tooling. Students will utilize sketching techniques to create pictorial and multiple-view drawings.
Prerequisite: Program approval.

DFTG 1357
Specialized Intermediate Computer-Aided Drafting (CAD)
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0
This course is a continuation of practices and techniques used in Specialized Basic Computer-Aided Drafting. It emphasizes advanced dimensioning techniques, the development and use of prototype drawings, construction of pictorial drawings, interfacing two-dimensional (2D) and/or three-dimensional (3D) environments and extracting data. Utilization of Revit based or similar programs will be emphasized.
Prerequisite: ARCE 1452 and DFTG 2419.

DFTG 1371
Introduction to the Civil Drafting Profession
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0
This course is an introduction to the civil drafting profession. It familiarizes the student with local businesses, common practices, and professional advancement. The course also introduces and explores the various types of drawings, maps, and plans that are prepared by civil engineering firms and surveyors.
Prerequisite: None.

DFTG 1389
Cooperative Education
CRT HRS:3  LEC HRS:1  LAB HRS:0  OTH HRS:20
In this course, career related activities encountered in the student’s area of specialization are offered through a cooperative agreement between the college, employer, and student. Under supervision of the college and the employer, the student combines classroom learning with work experience. Directly related to a technical discipline, specific learning objectives guide the student through the work experience.
Prerequisite: DFTG 2498.
DFTG 1409
Basic Computer-Aided Drafting

CRT HRS: 4   LEC HRS: 3   LAB HRS: 3   OTH HRS: 0
This course is an introduction to basic computer-aided drafting. Emphasis is placed on basic computer operating principles, hardware descriptions and requirements, drawing setup; creating and modifying geometry; storing and retrieving predefined shapes; placing, rotating, and scaling objects, adding text and dimensions, using layers, coordinating systems; as well as input and output devices.

Prerequisite: None.

DFTG 1417
Architectural Drafting-Residential

CRT HRS: 4   LEC HRS: 3   LAB HRS: 3   OTH HRS: 0
This course is a study of architectural drafting procedures, practices, and symbols. Preparation of detailed working drawings for residential structures is covered. Emphasis is placed on light frame construction methods.

Prerequisite: Completion of or concurrent enrollment in DFTG 2419.

DFTG 1492
Special Topics in Architectural Drafting

CRT HRS: 4   LEC HRS: 3   LAB HRS: 3   OTH HRS: 0
Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency. It will expand on the application of architectural specific software and architectural techniques to be further integrated into commercial, residential, and industrial project documents. Utilization of Revit based or similar programs will be emphasized.

Prerequisite: DFTG 2331.

DFTG 1493
Introduction to Civil Drafting

CRT HRS: 4   LEC HRS: 3   LAB HRS: 3   OTH HRS: 0
This course discusses basic concepts in civil drafting, map scales, map features, survey fundamentals, contour lines, plot plans, road layout and profiles, earthwork, and utilization of CAD systems in the development of various civil engineering related projects. The topic of study chosen by the instructor may change from semester to semester.

Prerequisite: None.

DFTG 2331
Advanced Technologies in Architectural Design and Drafting

CRT HRS: 3   LEC HRS: 2   LAB HRS: 4   OTH HRS: 0
This course covers the use of architectural specific software to execute the elements required in designing standard architectural exhibits utilizing custom features to create walls, windows and specific design requirements for construction in residential/commercial and industrial architecture. The student will further use architectural techniques to design, assemble, evaluate, and render architectural building components; plan and develop elevation drawings and details from three-dimensional architectural models utilizing Revit based or similar programs.

Prerequisite: DFTG 1417 and DFTG 2428.

DFTG 2419
Intermediate Computer-Aided Drafting

CRT HRS: 4   LEC HRS: 3   LAB HRS: 3   OTH HRS: 0
This course is a continuation of practices and techniques used in basic computer-aided drafting emphasizing advanced dimensioning techniques, the development and use of prototype drawings, construction of pictorial drawings, interfacing 2d and/or 3d environments and extracting data. A portfolio to be submitted for evaluation will be required.

Prerequisite: DFTG 1409.

DFTG 2421
Topographical Drafting

CRT HRS: 4   LEC HRS: 3   LAB HRS: 3   OTH HRS: 0
This course covers plotting of surveyor's field notes. It includes drawing elevations, contour lines, plan and profiles, and laying out traverses.

Prerequisite: DFTG 1409 and Concurrent enrollment in DFTG 2419.

DFTG 2428
Capstone: Architectural Drafting-Commercial

CRT HRS: 4   LEC HRS: 3   LAB HRS: 3   OTH HRS: 0
This course covers architectural drafting procedures, practices, and symbols including the preparation of detailed working drawings for a commercial building, with emphasis on commercial construction methods. Emphasis will be placed on developing drawings to show the functionality of structures using specified building materials and following current building codes. Building types to be covered will be residential, commercial, industrial and institutional.

Prerequisite: Completion of or concurrent enrollment in DFTG 2419.

DFTG 2430
Civil Drafting

CRT HRS: 4   LEC HRS: 3   LAB HRS: 3   OTH HRS: 0
This is an in-depth study of drafting methods and principles used in civil engineering.

Prerequisite: SRVY 1413 and DFTG 2421.

DFTG 2432
CAPSTONE: Advanced Computer-Aided Drafting

CRT HRS: 4   LEC HRS: 3   LAB HRS: 3   OTH HRS: 0
This course presents the application of advanced CADD techniques, including the use of a customized system. Presentation of advanced drawing applications, such as three-dimensional solids modeling and linking graphic entities to external non-graphic data will be covered.

Prerequisite: SRVY 1413, ARCE 1452.

DFTG 2438
Final Project - Advanced Drafting

CRT HRS: 4   LEC HRS: 3   LAB HRS: 3   OTH HRS: 0
This is a drafting course in which students participate in a comprehensive project from conception to conclusion.

Prerequisite: Completion of DFTG 1417, DFTG 2428 and DFTG 2419.

DFTG 2440
Solid Modeling/Design

CRT HRS: 4   LEC HRS: 3   LAB HRS: 3   OTH HRS: 0
This is a computer-aided modeling course. This course covers development of three-dimensional drawings and models from engineering sketches and orthographic drawings. The application of rendering and animation techniques in design work will also be discussed.

Prerequisite: DFTG 1409, ARTC 1402.

Drama (DRAM)

#DRAM 1120
Theater Practicum I

CRT HRS: 1   LEC HRS: 0   LAB HRS: 3   OTH HRS: 0
This course is a practicum in theater open to all students with emphasis on technique and procedures with experience gained in play productions.

Prerequisite: None.

#DRAM 1121
Theater Practicum II

CRT HRS: 1   LEC HRS: 0   LAB HRS: 3   OTH HRS: 0
This course is a practicum in theater open to all students with emphasis on technique and procedures with experience gained in play productions.

Prerequisite: DRAM 1120.
Prerequisite: DRAM 1351.

Inroduction to Theater
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a survey of theater including its history, dramatic works, stage techniques, production procedures, and relation to other art forms. Participation in productions may be required.
Prerequisite: Eligible for ENGL 1301.

#DRAM 1330
Stagecraft I
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course is a study and application of the methods and components of theatrical production which may include one or more of the following: theater facilities, scenery construction and painting, properties, lighting, costume, makeup, sound, and theatrical management.
Prerequisite: None.

#DRAM 1341
Makeup
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This is a course in design and execution of makeup for the purpose of developing believable characters. It includes discussion of basic makeup principles and the practical experience of makeup application.
Prerequisite: None.

#DRAM 1342
Introduction to Costume
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course is a study of the principles and techniques of costume design and construction for theatrical productions.
Prerequisite: None.

#DRAM 1351
Acting I
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is an introduction to the fundamental principles and tools of acting as used in auditions, rehearsals, and performances. This may include ensemble performing, character and script analysis, and basic theater terminology. This exploration will emphasize the development of the actor’s instrument: voice, body and imagination.
Prerequisite: None.

#DRAM 1352
Acting II
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course provides exploration and further training within the basic principles and tools of acting, including an emphasis on critical analysis of oneself and others. The tools include ensemble performing, character and script analysis, and basic theater terminology. This will continue the exploration of the development of the actor’s instrument: voice, body and imagination.
Prerequisite: DRAM 1351.

#DRAM 2120
Theater Practicum III
CRT HRS:1  LEC HRS:0  LAB HRS:3  OTH HRS:0
This course is a practicum in theater open to all students with emphasis on technique and procedures with experience gained in play productions.
Prerequisite: DRAM 1120 and DRAM 1121.

#DRAM 2366
Introduction to Cinema
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course will survey and analyze cinema including history, film techniques, production procedures, selected motion pictures, and cinema’s impact on and reflection of society.
Prerequisite: Eligible for ENGL 1301.

#DRAM 2389
Academic Cooperative
CRT HRS:3  LEC HRS:1  LAB HRS:6  OTH HRS:0
This is an instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of drama.
Prerequisite: Permission of the department.

Economics (ECON)

#ECON 2301
Principles of Economics I - Macro
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is an analysis of the economy as a whole including measurement and determination of Aggregate Demand and Aggregate Supply, national income, inflation, and unemployment. Other topics include international trade, economic growth, business cycles, and fiscal policy and monetary policy.
Prerequisite: Completion of MATH 1001 or equivalent.

#ECON 2302
Principles of Economics II - Micro
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course covers analysis of the behavior of individual economic agents, including consumer behavior and demand, producer behavior and supply, price and output decisions by firms under various market structures, factor markets, market failures, and international trade.
Prerequisite: Completion of MATH 1001 or equivalent.

Educ. College Success (EDCS)

EDCS 0101
Educational College Success
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course covers strategies for learning and success. Examine factors that underlie learning, success, and personal development in higher education. Topics covered include information processing, memory, strategic learning, self-regulation, goal setting, motivation, educational and career planning, and learning lifestyles.

#EDCS
Principles of Economics (ECON)

Economics (ECON)

#EDCS 0101
Educational College Success
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course covers strategies for learning and success. Examine factors that underlie learning, success, and personal development in higher education. Topics covered include information processing, memory, strategic learning, self-regulation, goal setting, motivation, educational and career planning, and learning lifestyles.

Techniques of study such as time management, listening and note taking, text marking, library and research skills, preparing for examinations, and utilizing learning resources are covered.

This course develops students’ academic skills that apply to all disciplines. This course is a requirement for all first-time developmental students who are not TSI complete. This course is required of all students (including transfer students) with grade point averages below 2.0. It is not required for students enrolled in a certificate program (42 or fewer semester credit hours or equivalent) or for students who are TSI exempt.
Prerequisite: None.

Educ/Instruc Media Tech (IMED)

IMED 1445
Interactive Digital Media I
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course is the exploration of the use of graphics and sound to create interactive digital media applications and/or animations using industry standard authoring software.
Prerequisite: ITSC 1409.
IMED 2311
Portfolio Development
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course places emphasis on preparation and enhancement of portfolio to meet professional standards, development of presentation skills, and improvement of job-seeking techniques. Prerequisite: ARCE 1421, DFTG 2440 with completion of or concurrent enrollment in PHTC 2431 and ARTV 1351.

Education (EDUC)

#EDUC 1300
Learning Framework
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of the research and theory in the psychology of learning, cognition, and motivation, factors that impact learning, and application of learning strategies. Theoretical models of strategic learning, cognition, and motivation serve as the conceptual basis for the introduction of college-level student academic strategies. Students use assessment instruments (e.g., learning inventories) to help them identify their own strengths and weaknesses as strategic learners. Students are ultimately expected to integrate and apply the learning skills discussed across their own academic programs and become effective and efficient learners. Students developing these skills should be able to continually draw from the theoretical models they have learned. Prerequisite: None.

#EDUC 1301
Introduction to the Teaching Profession
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This is an enriched, integrated pre-service course and content experience that provides active recruitment and institutional support of students interested in a teaching career, especially in high need fields. This course provides students with opportunities to participate in early field observations at all levels of P-12 schools with varied and diverse student populations and provides students with support from college and school faculty, preferably in small cohort groups, for the purpose of introduction to and analysis of the culture of schooling and classrooms. Course content should be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards; and the course must include a minimum of 16 contact hours of field experience in P-12 classrooms. Prerequisite: None.

#EDUC 2301
Introduction to Special Populations
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This is an enriched, integrated pre-service course and content experience that provides an overview of schooling and classrooms from the perspectives of language, gender, socioeconomic status, ethnic and academic diversity, and equity with an emphasis on factors that facilitate learning. The course provides students with opportunities to participate in early field observations of P-12 special populations and should be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards. Must include a minimum of 16 contact hours of field experience in P-12 classrooms with special populations. Prerequisite: EDUC 1301 with a grade of "C" or higher.

Electrician (ELPT)

ELPT 1325
National Electrical Code I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introductory study of the National Electric Code (NEC) for those employed in fields requiring knowledge of the Code. Emphasis is on wiring design, protection, methods, and materials; equipment for general use; and basic calculations. Prerequisite: None.

ELPT 1357
Industrial Wiring
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course provides instruction on wiring methods used for industrial installations. It includes motor circuits, raceway and busway installations, proper grounding techniques, and associated safety procedures. Prerequisites: ELPT 1419, ELPT 1445.

ELPT 1411
Basic Electrical Theory
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers basic theory and practice of electrical circuits. It also includes calculations as applied to alternating and direct current. Prerequisite: None.

ELPT 1419
Fundamentals of Electricity I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to basic direct current (DC) theory including electron theory and direct current applications. Prerequisite: None.

ELPT 1420
Fundamentals of Electricity II
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course introduces alternating current (AC). Includes AC voltage, frequency, mechanical and electrical degrees, waveforms, resistors, capacitors, and inductors. Prerequisites: ELPT 1411, ELPT 1419, ELPT 1325, and ELPT 1429.

ELPT 1429
Residential Wiring
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers wiring methods, for single family and multi-family dwellings. It includes load calculations, service entrance sizing, proper grounding techniques, and associated safety procedures. Prerequisites: None.

ELPT 1445
Commercial Wiring
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course provides instruction in commercial wiring methods. It includes over current protection, raceway panel board installation, proper grounding techniques, and associated safety procedures. Prerequisites: ELPT 1411, ELPT 1419, ELPT 1325, and ELPT 1429.

ELPT 2264
Practicum- Field Experience
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:20
This course is a practical, general workplace training supported by an individualized learning plan developed by the employer, college and student. The student will be required to, as outlined in the learning plan, apply the theory, concept and skills involving specialized materials, tools, equipment, procedures, regulations, laws and interactions. Prerequisites: ELPT 1357, ELPT 2319.
ELMT 1405
Basic Fluid Power
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers basic fluid power course covering pneumatic and hydraulic systems, fluid power symbols, operating theory, components, and basic electrical and manual controls.
Prerequisite: None.

ELMT 1411
Solar Fundamentals
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a study of heat transference, motors, pumps and other mechanical devices; solid state switches; photovoltaic plates and energy conversion; thermal dynamics; and solar energy.
Prerequisite: None.

EECT 1403
Introduction to Telecommunications
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course provides an overview of the telecommunications industry. Topics include the history of the telecommunications industry, terminology, rules and regulations, and industry standards and protocols.
Prerequisite: None.

EECT 1407
Convergence Technologies
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a study of telecommunications convergence technologies including telephone, LAN, WAN, wireless, voice, video, and internet protocol.
Prerequisite: None.

EECT 1440
Telecommunications Transmission Media
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers the fundamentals of telecommunications media, including installation, maintenance, and troubleshooting. Topics address media characteristics and connectorization.
Prerequisite: None.

EECT 2188
Capstone: Communications Engineering Technology
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:4
This course is a work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer.
Prerequisite: EECT 1407.

EECT 2433
Telephone Systems
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a study of installation and maintenance systems including telephone set, public switched networks, local exchanges, networks, two and four wire systems, tip and ringing requirements, and digital transmission techniques.
Prerequisite: EECT 1407.

EECT 2437
Wireless Telephony Systems
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers the principles of wireless/cellular telephony systems to include call processing, hand-off, site analysis, antenna radiation patterns, commonly used test/maintenance equipment and access protocol.
Prerequisite: EECT 2433.
EMSP 1160
EMT - Basic Clinical
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts in a hospital clinical setting. Direct supervision is provided by the clinical professional. This is an unpaid clinical experience.
Prerequisite: Admission to the program; concurrent enrollment in EMSP 1501.

EMSP 1161
EMT - Intermediate Hospital Clinical
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. This course is an experience on an ambulance unit that helps students gain practical experience in the discipline, enhance skills, and integrate knowledge. Direct supervision is provided by a clinical professional, generally a clinical preceptor. This is an unpaid basic practicum experience.
Prerequisite: Admission to the program; concurrent enrollment in EMSP 1338.

EMSP 1166
EMT - Basic Practicum
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:7
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. This course is an experience on an ambulance unit that helps students gain practical experience in the discipline, enhance skills, and integrate knowledge. Direct supervision is provided by a clinical professional, generally a clinical preceptor. This is an unpaid practicum experience at the EMT Intermediate level.
Prerequisite: Admission to the program; concurrent enrollment in EMSP 1338.

EMSP 1208
Emergency Vehicle Operations
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course provides the student with instruction, discussion, demonstration, and driving range practice to prepare drivers of emergency vehicles to operate their vehicles safely in the emergency and non-emergency mode.
Prerequisite: Admission to the program; concurrent enrollment in EMSP 1501.

EMSP 1338
Introduction to Advanced Practice
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an exploration of the fundamental elements associated with emergency medical services to include preparatory practices, pathophysiology, medication administration, and related topics.
Prerequisite: Concurrent enrollment in EMSP 1161 and EMSP 1167, current TDH EMT Basic certification.

EMSP 1355
Trauma Management
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is a detailed study of the knowledge and skills necessary to reach competence in the assessment and management of patients with traumatic injuries.
Prerequisite: Concurrent enrollment in EMSP 1338.

EMSP 1356
Patient Assessment and Airway Management
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a detailed study of the knowledge and skills required to reach competence in performing patient assessment, airway management, and artificial ventilation.
Prerequisite: Concurrent enrollment in EMSP 1338.

EMSP 1371
EMS Documentation
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is designed to develop the student’s documentation skills with regard to rendering emergency medical care. Both written and oral reports will be reviewed as well as the legal implications associated with report writing.
Prerequisite: Admission to the program; concurrent enrollment in EMSP 1501.

EMSP 1472
Emergent Issues in EMT
CRT HRS:4 LEC HRS:3 LAB HRS:2 OTH HRS:0
The purpose of this course is to demonstrate a working knowledge of clinical information and related topics relevant to the practice of pre-hospital emergency medical care at the Emergency Medical Technician-Basic (EMT-B) level. The student will research new/upcoming issues and prepare written and oral presentations. The student will be evaluated on presentation as well as content.
Prerequisite: Admission to the program; concurrent enrollment in EMSP 1501.

EMSP 1501
Emergency Medical Technician
CRT HRS:5 LEC HRS:4 LAB HRS:4 OTH HRS:0
This course is preparation for certification as an Emergency Medical Technician (EMT). The student will learn all the skills necessary to provide emergency medical care at a basic life support level with an ambulance service or other specialized services.
Prerequisite: Admission to the program; concurrent enrollment in EMSP 1160 and EMSP 1166.

EMSP 2143
Assessment Based Management
CRT HRS:1 LEC HRS:0 LAB HRS:4 OTH HRS:0
This course is a capstone experience covering comprehensive, assessment-based patient care management. It includes specific care when dealing with pediatric, adult, geriatric, and special needs patients.
Prerequisite: Concurrent enrollment in EMSP 2444.

EMSP 2160
Paramedic Clinical I
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts in a hospital clinical setting. Direct supervision is provided by the clinical professional. This is an unpaid paramedic level one clinical experience.
Prerequisite: Admission to the program.
EMSP 2166
Capstone: Paramedic Practicum
CRT HRS: 1 LEC HRS: 0 LAB HRS: 0 OTH HRS: 10
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college and the student. This course is an experience on an ambulance unit that helps students gain practical experience in the discipline, enhance skills, and integrated knowledge. Direct supervision is provided by a clinical professional, generally a clinical preceptor. This is an unpaid practicum experience at the EMT-Paramedic level.
Prerequisite: Concurrent enrollment in EMSP 2434 and successful completion of EMSP 2143, and permission from the department.

EMSP 2205
EMS Operations
CRT HRS: 2 LEC HRS: 2 LAB HRS: 1 OTH HRS: 0
This course is a detailed study of the knowledge and skills necessary to reach competence to safely manage multi-casualty incidents and rescue situations; utilize air medical resources; identify hazardous materials and other specialized incidents.
Prerequisite: Concurrent enrollment in EMSP 2444.

EMSP 2330
Special Populations
CRT HRS: 3 LEC HRS: 2 LAB HRS: 3 OTH HRS: 0
This course is a detailed study of the knowledge and skills necessary to reach competence in the assessment and management of ill or injured patients in diverse populations to include neonatology, pediatrics, geriatrics, and other related topics.
Prerequisite: Concurrent enrollment in EMSP 2434.

EMSP 2434
Medical Emergencies
CRT HRS: 4 LEC HRS: 3 LAB HRS: 4 OTH HRS: 0
This course is a detailed study of the knowledge and skills necessary to reach competence in the assessment and management of patients with medical emergencies, including medical overview, neurology, gastroenterology, immunology, pulmonology, urology, hematology, endocrinology, toxicology, and other related topics.
Prerequisite: Concurrent enrollment in EMSP 2434.

Electronics I
CRT HRS: 3 LEC HRS: 2 LAB HRS: 3 OTH HRS: 0
This course is a detailed study of the knowledge and skills necessary to reach competence in the assessment and management of patients with cardiac emergencies. This includes basic dysrhythmia interpretation, recognition of 12-lead EKGs for field diagnosis, and electrical and pharmacological interventions.
Prerequisite: None.

Engineering (ENGR)

#ENGR 1201
Introduction to Engineering
CRT HRS: 2 LEC HRS: 1 LAB HRS: 3 OTH HRS: 0
This course is an introduction to engineering as a discipline and a profession. It includes instruction in the application of mathematical and scientific principles to the solution of practical problems for the benefit of society.
Prerequisite: TSI complete in Reading and completion of MATH 1414 with a "C" or better; or equivalent.

#ENGR 1304
Engineering Graphics
CRT HRS: 3 LEC HRS: 2 LAB HRS: 3 OTH HRS: 0
This course is an introduction to computer-aided drafting using CAD software (Solid Works) and sketching to generate two- and three-dimensional drawings based on the conventions of engineering graphical communication; topics include spatial relationships, multi-view projections and sectioning, dimensioning, graphical presentation of data, and fundamentals of computer graphics. If time permits, rapid prototyping via 3D printing and/or CNC milling will be introduced.
Prerequisite: TSI complete in Reading and completion of MATH 1414 with a grade of "C" or better or equivalent.

#ENGR 2301
Engineering Mechanics - Statics
CRT HRS: 3 LEC HRS: 3 LAB HRS: 0 OTH HRS: 0
This course is a calculus-based study of engineering mechanics involving the description of forces, moments, and couples acting on stationary engineering structures; equilibrium in two and three dimensions; free-body diagrams; friction; centroids; centers of gravity; and moments of inertia.
Prerequisite: PHYS 2425 and MATH 2413 with a grade of "C" or better and completion of or concurrent enrollment in MATH 2414, or permission from the instructor.

#ENGR 2302
Engineering Mechanics - Dynamics
CRT HRS: 3 LEC HRS: 3 LAB HRS: 0 OTH HRS: 0
This is a calculus-based study of engineering mechanics involving the motion of particles, rigid bodies, and systems of particles; Newton's Laws; work and energy relationships; principles of impulse and momentum; application of kinetics and kinematics to the solution of engineering problems.
Prerequisite: ENGR 2301 and MATH 2414 with a grade of "C" or better or permission from the instructor.

#ENGR 2303
Engineering Mechanics - Statics and Dynamics
CRT HRS: 3 LEC HRS: 3 LAB HRS: 0 OTH HRS: 0
This is a combined, single-semester study of statics and dynamics. Calculus-based study of dynamics of rigid bodies, force-mass-acceleration, work-energy, and impulse-momentum computation. Students interested in pursuing a degree in mechanical, civil, manufacturing, or related engineering discipline should instead enroll in the two semester Statics and Dynamics sequence.
**Students who have earned credit in ENGR 2301 or ENGR 2302 cannot enroll in ENGR 2303.**
Prerequisite: MATH 2413 and PHYS 2425 with a grade of "C" or better.

#ENGR 2405
Electrical Circuits I
CRT HRS: 4 LEC HRS: 3 LAB HRS: 3 OTH HRS: 0
This course covers principles of electrical circuits and systems, including basic circuit elements (resistance, inductance, mutual inductance, capacitance, independent and dependent controlled voltage, and current sources). Topology of electrical networks; Kirchhoff's laws; node and mesh analysis; DC circuit analysis; operational amplifiers; transient and sinusoidal steady-state analysis; AC circuit analysis; first- and second-order circuits; Bode plots; and use of computer simulation software to solve circuit problems. Laboratory experiments supporting theoretical principles involving DC and AC circuit theory, network theorems, time, and frequency domain circuit analysis. Introduction to principles and operation of basic laboratory equipment; laboratory report preparation.
Prerequisites: PHYS 2425 and MATH 2414 with a grade of "C" or better.
ENGL 2307
Creative Writing I
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a practical experience in the techniques of imaginative writing. May include fiction, nonfiction, poetry, screenwriting, or drama.
Prerequisite: TSI complete in Reading and Writing; OR completion of INRW 0304 with a grade of "C" or better; OR TSI Reading score of 349-50 and co-enrollment in NCBR 0300 AND TSI complete in Writing.

ENGL 2311
Technical and Business Writing
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is an intensive study of and practice in professional settings. Focus on the types of documents necessary to make decisions and take action on the job, such as proposals, reports, instructions, policies and procedures, e-mail messages, letters and descriptions of products and services. Practice individual and collaborative processes involved in the creation of ethical and efficient documents.
Prerequisite: A grade of "C" or higher in ENGL 1301.

ENGL 2321
British Literature
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a survey of the development of British literature from the Anglo-Saxon period to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical, linguistic, and cultural contexts. Texts will be selected from a diverse group of authors and traditions.
Prerequisite: A grade of "C" or higher in both ENGL 1301 and ENGL 1302.

ENGL 2326
American Literature
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a survey of American literature from the period of exploration and settlement to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical, and cultural contexts. Texts will be selected from among a diverse group of authors for what they reflect and reveal about the evolving American experience and character.
Prerequisite: A grade of "C" or higher in both ENGL 1301 and ENGL 1302.

ENGL 2331
World Literature
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a survey of world literature from the ancient world to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions.
Prerequisite: A grade of "C" or higher in both ENGL 1301 and ENGL 1302.

ENGL 2341
Introduction to Forms of Literature
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is the study of one or more literary genres including, but not limited to, poetry, fiction, drama, and film. Students will study works of prose, poetry, drama, and fiction in relation to literary periods, terms, and criticism. Texts will be selected from a diverse group of authors and traditions.
Prerequisite: A grade of "C" or higher in both ENGL 1301 and ENGL 1302.
ESOL 0031
ESOL Oral Communication I
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0
This course prepares speakers of other languages at the beginning or low intermediate level for oral communication in both public and academic settings. Emphasis is placed on developing listening and speaking skills through training in pronunciation, basic conversations, and listening to natural speeches or prose in short paragraphs. This course does not apply toward the Associate Degree.
Prerequisite: None.

ESOL 0032
ESOL Oral Communication II
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0
This course prepares speakers of other languages at the intermediate or high intermediate level for oral communication in both public and academic settings. Emphasis is placed on developing listening and speaking skills through training in pronunciation, conducting classroom oral presentations or short speeches, and listening to natural speeches or prose in sustained length. This course does not apply toward the Associate Degree.
Prerequisite: None.

ESOL 0033
ESOL Oral Communication III
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0
This course prepares speakers of other languages at the advanced level for oral communication in both public and academic settings. Emphasis is placed on developing listening and speaking skills through listening to natural speeches or prose in sustained length and through engagement in conversations in various communicative situations. This course does not apply toward the Associate Degree.
Prerequisite: Placement is based on student's interview with the ESOL coordinator, or passing ESOL 0032 or ESOL 0042 with a grade of "C" or better.

ESOL 0041
ESOL Composition for Non-Native Speakers I
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0
This course focuses on assisting speakers of other languages at the beginning and low intermediate levels in acquiring English proficiency in reading and writing. Emphasis is placed on building vocabulary and sentence skills in the context of readings. Instruction will also focus on reading comprehension strategies such as finding the main idea and in the details. Training in writing strategies will focus on writing in response to reading and will also focus on paragraph construction. This course does not apply toward the Associate Degree.
Prerequisite: None.

ESOL 0042
ESOL Composition for Non-Native Speakers II
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0
This course focuses on assisting speakers of other languages at the intermediate and high intermediate levels in acquiring English proficiency in reading and writing. Emphasis is placed on building vocabulary and sentence skills in the context of readings. Instruction will also focus on additional reading comprehension strategies such as generalization, inference, prediction and drawing conclusions. Training in writing strategies will focus on writing in response to reading and will also focus on essay construction. This course does not apply toward the Associate Degree.
Prerequisite: None.

ESOL 0051
ESOL Reading and Vocabulary
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0
This course develops English reading proficiency and vocabulary for academic, career, or personal purposes in speakers of languages other than English and prepares them to function in a multicultural, multilingual society. Upon successful completion of this course, students will: comprehend and summarize texts, including the identification main idea, supporting details, audience, and purpose of text; interpret and critically analyze author's bias, purpose, and perspective in academic materials; make inferences and draw conclusions from a variety of college level texts; respond critically, orally and in writing, to various kinds of college level texts; and demonstrate knowledge of cultural and historical references to American society in written materials.
Prerequisite: Placement based on an English as a Second Language proficiency exam.

ESOL 0052
ESOL Grammar for Non-Native Speakers
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0
This course focuses on Standard English grammar usage for academic purposes. Open only to non-native speakers. Upon successful completion of this course, students will: use verb tenses and voice with proficiency; use simple, compound, and complex sentences structures including phrases and clauses with proficiency; use parts of speech (nouns, pronouns, verbs, adjectives, adverbs, prepositions, interjections, conjunctions) and determiners (quantifiers, articles, demonstratives, possessives) appropriately and with proficiency; use appropriate word choice, word form, and word order with proficiency; respond critically, orally and in writing, to various kinds of college level texts; and understand and use academic vocabulary and linguistically complex structures, orally and in writing, across a variety of disciplines and genres.
Prerequisite: Placement based on an English as a Second Language proficiency exam.
Fire Protection (FIRT)

FIRT 1301
Fundamentals of Fire Protection
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course covers orientation to the fire service, career opportunities, and related fields. This course meets Fire and Emergency Services Higher Education (FESHE) Model Curriculum core requirements.
Prerequisites: None.

FIRT 1309
Fire Administration I
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is an introduction to the organization and management of a fire department and the relationship of government agencies to the fire service.
Prerequisite: None.

FIRT 1333
Fire Chemistry I
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course covers chemical nature and properties of compounds as related to the fire service. Fundamental laws of chemistry, states of matter, gas laws, chemical bonding, and thermodynamics. This course meets Fire and Emergency Services Higher Education (FESHE) Model Curriculum core requirements.
Prerequisites: None.

FIRT 1338
Fire Protection Systems
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course covers design and operation of fire detection and alarm systems, heat and smoke control systems, special protection and sprinkler systems, water supply for fire protection, and portable fire extinguishers. This course meets Fire and Emergency Services Higher Education (FESHE) Model Curriculum core requirements.
Prerequisites: None.

FIRT 1353
Legal Aspects of Fire Protection
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a study of the rights, duties, liability concerns, and responsibilities of public fire protection agencies and personnel.
Prerequisite: None.

FIRT 1427
Building Construction in the Fire Service
CRT HRS:4  LEC HRS:4  LAB HRS:1  OTH HRS:0
This course covers the components of building construction that relate to life safety. Includes relationship of construction elements and building design impacting fire spread in structures.
Prerequisite: None.

Fire Science/Firefight (FIRS)

FIRS 1301
Firefighter Certification I
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course is an introduction to firefighter safety and development. Topics include Texas Commission on Fire Protection Rules and Regulations, firefighter safety, fire science, personal protective equipment, self-contained breathing apparatus, and fire reports and records. Lab required. This course may be offered only by institutions licensed as a Fire Academy by the Texas Commission on Fire Protection.
Prerequisite: None.

FIRS 1313
Firefighter Certification III
CRT HRS:3  LEC HRS:2  LAB HRS:2  OTH HRS:0
This course is a study of fire streams and pump operations as they relate to fundamental development of basic firefighter skills. Lab required. This course may be offered only by institutions licensed as a Fire Academy by the Texas Commission on Fire Protection.
Prerequisite: FIRS 1407.

FIRS 1319
Firefighter Certification IV
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course is a study of equipment, tactics, and procedures used in forcible entry, ventilation, salvage, and overhaul. Preparation for certification as a basic firefighter. Lab required. This course may be offered only by institutions licensed as a Fire Academy by the Texas Commission on Fire Protection.
Prerequisite: FIRS 1313.

FIRS 1329
Firefighter Certification VI
CRT HRS:3  LEC HRS:2  LAB HRS:2  OTH HRS:0
This course is an overview of Fire Inspection techniques and practices. Emphasis is on fire cause determination. Includes fire protection systems, wild land fire, and pre-incident planning. Preparation for certification as a basic firefighter. This course may be offered only by institutions licensed as a Fire Academy by the Texas Commission on Fire Protection.
Prerequisite: FIRS 1423.

FIRS 1407
Firefighter Certification II
CRT HRS:4  LEC HRS:2  LAB HRS:6  OTH HRS:0
This course is a study of the basic principles and skill development in handling fire service hose and ladders. Topics include the distribution system of water supply, basic building construction, and emergency service communication, procedures, and equipment. Lab required. This course may be offered only by institutions licensed as a Fire Academy by the Texas Commission on Fire Protection.
Prerequisite: FIRS 1301.

FIRS 1423
Firefighter Certification V
CRT HRS:4  LEC HRS:3  LAB HRS:4  OTH HRS:0
This course is a study of ropes and knots, rescue procedures and techniques, and hazardous materials. Preparation for certification as a basic firefighter. Lab required. This course may be offered only by institutions licensed as a Fire Academy by the Texas Commission on Fire Protection.
Prerequisite: FIRS 1319.
FIRS 1433
Firefighter Certification VII
CRT HRS:4 LEC HRS:2 LAB HRS:5 OTH HRS:0
This course is an in-depth study and practice of simulated emergency operations and hands-on fire training exercises, incident command procedures, and combined operations using proper extinguishing methods. Emphasis is on safety.
Lab required. This course may be offered only by institutions licensed as a Fire Academy by the Texas Commission on Fire Protection.
Prerequisite: FIRS 1329.

General Business (BUSG)

BUSG 1303
Principles of Finance
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the financial dynamics of a business. It includes monetary and credit theory, cash inventory, capital management, and consumer and government finance. Emphasis is placed on the time value of money.
Prerequisite: None.

BUSG 2309
Small Business Management/Entrepreneurship
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is a course on how to start, operate, and grow a small business. Topics include facts about a small business, essential management skills, how to prepare a business plan, accounting, financial needs, staffing, marketing strategies, and legal issues.
Prerequisite: None.

Geographic Info. Syst. (GISC)

GISC 1301
Cartography and Geography in GIS and GPS
CRT HRS:3 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course is an introduction to the principles of cartography and geography. Emphasis will be placed on global reference systems and the use of satellites for measurements and navigation.
Prerequisite: Completion of or concurrent enrollment in GISC 2320.

GISC 1311
Introduction to Geographic Information Systems
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an introduction to the basic concepts of vector GIS using several industry specific software programs including nomenclature of cartography and geography.
Prerequisite: Completion of, or concurrent enrollment in DFTG 1409.

GISC 1321
Introduction to Raster-Based GIS
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course provides instruction in GIS data sets including raster-based information such as images or photographs, acquisition of such data, and processing and merging with vector data.
Prerequisite: Completion of or concurrent enrollment in GISC 1311.

GISC 1364
CAPSTONE: GIS PRACTICUM
CRT HRS:3 LEC HRS:0 LAB HRS:0 OTH HRS:21
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: DFTG 2419 and GISC 1311.

GISC 2303
Fundamentals of Logistics with Geographic Information Systems (GIS)
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course focuses on multiple data sources and their location-based relationships. It incorporates exposure to modes of transportation, resources, and product distribution and the combination of these elements with time, distance, and GPS technology for support of GIS analysis as relating to logistics.
Prerequisite: GISC 1311 and GISC 1321.

GISC 2311
Geographic Information Systems (GIS) Applications
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course provides application of GIS technology to real workplace applications from public and private sectors. Completion of Global Positioning System (GPS) fieldwork is required for lab exercises.
Prerequisite: GISC 1301, GISC 1321, and DFTG 2419.

GISC 2320
Intermediate Geographic Information Systems
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course focuses on the study of spatial data structures and the display, manipulation, and analysis of geographic information. Students will study the technical aspects involved in spatial data handling, analysis and modeling. Instruction will include theories and procedures associated with the implementation and management of GIS projects. A variety of GIS software packages will be used in the laboratory.
Prerequisite: Completion of GISC 1311 and DFTG 1409.

GISC 2335
Programming for Geographic Information Systems (GIS)
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course focuses on the use of programming languages to customize and expand the capability of GIS applications. Instruction will include object-oriented and component programming. Students will also design their own Graphical User Interface (GUI).
Prerequisite: Completion of or concurrent enrollment in GISC 2359, ITSE 2409.

GISC 2359
Web-Served Geographic Information Systems (GIS)
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course covers the delivery of geographic data via the Internet. It includes composition of the map features distributed and an introduction on the use of markup languages to customize web-based Geographic Information Systems (GIS).
Prerequisite: Completion of or concurrent enrollment in GISC 2320, GISC 2303, ITSE 1411.

GISC 2404
Geographic Information Systems (GIS) Design with Vector Analysis
CRT HRS:4 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course uses GIS as a problem solving tool from the first stages of designing an analysis project, through the data collection and manipulation phase, to the final phase of presenting the project.
Prerequisite: GISC 1321, GISC 2303, and GISC 2359.
Geography (GEOG)

#GEOG 1301
Physical Geography
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course introduces students to the processes that drive Earth's physical systems. Students will explore the relationships among these physical systems, with emphasis on weather and climate, water, ecosystems, geologic processes and landform development, and human interactions with the physical environment. Prerequisite: TSI complete in Reading or equivalent.

Geology (GEOL)

#GEOL 1403
Physical Geology
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to the study of the materials and processes that have modified and shaped the surface and interior of Earth over time. These processes are described by theories based on experimental data and geologic data gathered from field observations. Laboratory activities will cover methods used to collect and analyze earth science data. Prerequisite: TSI complete in Reading or equivalent.

#GEOL 1404
Historical Geology
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a comprehensive survey of the history of life and major events in the physical development of Earth as interpreted from rocks and fossils. Laboratory activities will introduce methods used by scientists to interpret the history of life and major events in the physical development of Earth from rocks and fossils. Prerequisite: GEOL 1403 with a grade of "C" or better.

#GEOL 1445
Oceanography
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a survey of oceanography and related sciences. This course will explore the physical, chemical, geological, and biological processes operating in the marine environment. The dynamic processes that affect the ocean water, sea floor, and abundant life forms will be studied as will the methods and techniques scientists use to investigate the ocean. Discussion topics include, but are not limited to, the origin of ocean basins, properties of sea water, wind circulation, waves and tides, coastal and ocean habitats, ocean resources, and human presence in the ocean and related environmental challenges. It is recommended but not required that students take this course in sequence with Meteorology (GEOL 1447). Prerequisite: TSI complete in Reading and in Math or equivalent.

#GEOL 1447
Meteorology
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a survey of meteorology and related sciences. This course will explore energy, temperature, moisture, precipitation, and winds that combine to create the weather. Discussion topics include, but are not limited to, the causes of the seasons, forms of moisture, atmospheric stability, cloud development, precipitation processes, pressure, storm systems, thunderstorms, lightning, tornadoes, hurricanes, and world climate. Labs include but are not limited to, reading and preparing weather maps, making weather measurements, and seasons. It is recommended, but not required that students take this course in sequence with Oceanography (GEOL 1445). Prerequisite: TSI complete in Reading and in Math or equivalent.

Government (GOVT)

#GOVT 2304
Introduction to Political Science
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is an introductory survey of the discipline of political science focusing on the history, theory, scope and methods of the field, and the substantive topics in the discipline. Prerequisite: Eligible for ENGL 1301.

#GOVT 2305
Federal Government
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the origin and development of the U.S. Constitution, structure and powers of the national government including the legislative, executive, and judicial branches, federalism, political participation, the national election process, public policy, civil liberties, and civil rights. Prerequisite: Eligible for ENGL 1301.

#GOVT 2306
Texas Government
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the origin and development of the Texas Constitution, structure and powers of state and local government, federalism and intergovernmental relations, political participation, the election process, public policy, and the political culture of Texas. Prerequisite: Eligible for ENGL 1301.

#GOVT 2311
Mexican American Politics
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides a study of Mexican-American/Chicano politics within the American political experience. It presents both a historical and a topic-based approach to the Mexican-American political experience. Topics to be studied include the Mexican-American civil rights movement, Mexican-American political participation, Mexican-Americans and political parties, Mexican-American interests groups, Mexican-Americans in the executive and legislative branches and Mexican-Americans and the courts. Prerequisite: Completion of GOVT 2305 with a grade of "C" or better.

#GOVT 2389
Academic Cooperative
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is an instructional course designed to integrate on-campus study with practical hands-on experience in government. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of human social behavioral and/or social institutions. Prerequisites: GOVT 2304, GOVT 2305 and GOVT 2306.

Graphic/Print Equip Oper (GRPH)

GRPH 2380
CAPSTONE: Digital Imaging Design
CRT HRS:3 LEC HRS:1 LAB HRS:0 OTH HRS:20
This course will provide career-related activities encountered in the student’s area of specialization offered through an individualized agreement among the college, employer and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Prerequisite: IMED 2311, ARTV 1351.
Health Professions (HPRS)

**HPRS 1106** Essentials of Medical Terminology
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course is a study of medical terminology, word origin, structure, and application.
Prerequisite: Admission to the Vocational Nursing Program.

**HPRS 2301** Pathophysiology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of the pathology and general health management of diseases and injuries across the life span. Topics include etiology, symptoms, and physical and psychological reactions to diseases and injuries.
Prerequisite: HIT 1305 and Program Chair approval.

**Heating Air Cond Tech (HART)**

**HART 1401** Basic Electricity for HVAC
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course covers principles of electricity as required by HVAC, including proper use of test equipment, electrical circuits, and component theory and operation.
Prerequisite: None.

**HART 1407** Refrigeration Principles
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course is an introduction to the refrigeration cycle, heat transfer theory, temperature / pressure relationship, refrigerant handling, refrigeration components and safety.
Prerequisite: None.

**HART 1410** HVAC Shop Practices and Tools
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course covers tools and instruments used in the HVAC industry. It includes proper application, use and care of these tools, and tubing and piping practices.
Prerequisite: None.

**HART 1445** Gas and Electrical Heating
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course is the study of the procedures and principles used in servicing heating systems including gas fired furnaces and electric heating systems.
Prerequisite: HART 1401, HART 1407, HART 1410.

**HART 2431** Advanced Electricity for HVAC
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course is advanced electrical instruction and skill building in installation and servicing of air conditioning and refrigeration equipment, including detailed instruction in motors and power distribution, motors, motor controls, and application of solid state devices.
Prerequisite: HART 1401, HART 1407, HART 1410.

**HART 2434** Advanced Air Conditioning Controls
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course is a study in the theory and application of automation controls, electrical control devices, electromechanical controls, and/or pneumatic controls.
Prerequisite: HART 1401, HART 1407, HART 1410, HART 1445, HART 2431, HART 2445.

**HART 2438** Capstone: Air Conditioning Installation and Startup
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course is the study of air conditioning system installation, refrigerant piping, condensate disposal, and air cleaning equipment with emphasis on startup and performance testing.
Prerequisite: HART 1401, HART 1407, HART 1410, HART 1445, HART 2431, HART 2445.

**HART 2441** Commercial Air Conditioning
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This is a study of components, applications, and installation of air conditioning systems with capacities of 25 tons or less.
Prerequisite: HART 1401, HART 1407, HART 1410, HART 1445, HART 2431, HART 2445.

**HART 2442** Commercial Refrigeration
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
Theory of and practical application in the maintenance of commercial refrigeration; medium and low temperature applications and ice machines are introduced in this course.
Prerequisite: HART 1401, HART 1407, HART 1410, HART 1445, HART 2431, HART 2445.

**HART 2443** Industrial Air Conditioning
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
A study of components, accessories, applications, and installation of air conditioning systems above 25 tons capacity will be presented.
Prerequisite: HART 1401, HART 1407, HART 1410, HART 1445, HART 2431, HART 2445, HART 2434, HART 2438, HART 2441, HART 2442.

**HART 2445** Air Conditioning Systems Design
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course is a study of the properties of air and results of cooling, heating, humidifying or dehumidifying; heat gain and heat loss calculations including equipment selection, duct fabrication, and balancing the air system.
Prerequisite: HART 1401, HART 1407, HART 1410.

**History (HIST)**

#HIST 1301 United States History I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of the social, political, economic, cultural, and intellectual history of the United States from the pre-Columbian era to the Civil War/Reconstruction period. United States History I includes the study of pre-Columbian, colonial, revolutionary, early national, slavery and sectionalism, and the Civil War/Reconstruction eras. Themes that may be addressed in United States History I include: American settlement and diversity, American culture, religion, civil and human rights, technological change, economic change, immigration and migration, and creation of the federal government.
Prerequisite: Eligible for ENGL 1301.
#HIST 1302
United States History II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of the social, political, economic, cultural, and intellectual history of the United States from the Civil War/Reconstruction era to the present. United States History II examines industrialization, immigration, world wars, the Great Depression, Cold War and post-Cold War eras. Themes that may be addressed in United States History II include: American culture, religion, civil and human rights, technological change, economic change, immigration and migration, urbanization and suburbanization, the expansion of the federal government, and the study of U.S. foreign policy. Prerequisite: Eligible for ENGL 1301.

#HIST 2301
Texas History
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of the political, social, economic, cultural, and intellectual history of Texas from the pre-Columbian era to the present. Themes that may be addressed in Texas History include: Spanish colonization and Spanish Texas; Mexican Texas; the Republic of Texas; statehood and secession; oil, industrialization, and urbanization; civil rights; and modern Texas. Prerequisite: Eligible for ENGL 1301.

#HIST 2311
Western Civilization I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides a survey of the major political, economic, cultural and intellectual history of Europe through the Reformation. Emphasis will be placed on the contributions of Ancient Mesopotamia, Egypt, Greece and Rome to the Western world, the fall of Rome, the Byzantine Empire, the Middle Ages and the Renaissance. Students will be expected to show an understanding of the knowledge presented in the course, as well as proficiency in thinking critically about historical issues. Prerequisite: TSI complete in Reading, or equivalent.

#HIST 2312
Western Civilization II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is the continuation of Western Civilization I to the present. This will include momentous economic, political, social and intellectual issues and events such as the Renaissance and Reformation, European expansion, the Enlightenment, the age of democratic revolutions, the height of Western Civilization prior to World War I, and the gradual decline of western hegemony in the world in the 20th century. Students will be expected to show an understanding of the knowledge presented in the course, as well as proficiency in thinking critically about historical issues. Prerequisite: TSI complete in Reading, or equivalent.

#HIST 2321
World Civilizations I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of ancient and medieval history with emphasis on Asian, African, American and European cultures. Prerequisite: Eligible for ENGL 1301.

#HIST 2322
World Civilizations II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of the social, political, economic, cultural, religious, and intellectual history of the world from the 15th century to the present. The course examines major cultural regions of the world in Africa, the Americas, Asia, Europe, and Oceania and their global interactions over time. Themes include maritime exploration and transoceanic empires, nation/state formation and industrialization, imperialism, global conflicts and resolutions, and global economic integration. The course emphasizes the development, interaction and impact of global exchange. Prerequisite: Eligible for ENGL 1301.

#HIST 2327
Mexican-American History I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the historical, economic, social, and cultural development of Mexican-Americans/Chicanos/as. Prerequisite: Eligible for ENGL 1301.

#HIST 2328
Mexican-American History II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a continuation of the historical, economic, social, and cultural development of Mexican-Americans/Chicanos/as. Prerequisite: Eligible for ENGL 1301.

#HIST 2381
African-American History
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the historical, economic, social, and cultural development of minority groups. It may include African-American, Mexican American, Asian American, and Native American issues. Prerequisite: Eligible for ENGL 1301.

#HIST 2389
Academic Cooperative
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an instructional program designed to integrate on-campus study with a practical hands-on experience in history. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of human social behavior and/or social institutions. Prerequisite: Completion of six hours in History.

Human Resources Mang (HRPO)

HRPO 1280
Human Resources COOP
CRT HRS:2 LEC HRS:1 LAB HRS:0 OTH HRS:10
This is a work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the College and the employer. Prerequisite: Approval of Internship Coordinator.

HRPO 1302
Human Resources Training and Development
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides an overview of the human resource development function specifically concentrating on the training and development component. Topics include training as related to organizational missions and goals; budgeting, assessment, design, delivery, evaluation, and justification of training, including distance and virtual education. Prerequisite: None.
HRPO 1305
Management and Labor Relations
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course covers the development and structure of the labor movement including labor legislation, collective bargaining, societal impact, labor/management relationships, and international aspects.
Prerequisite: None.

HRPO 1306
Basic Mediator Training
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
Topics in this course include history of mediation, Alternative Dispute Resolution legislation in Texas, conflict resolution theory, mediation theory and practice, mediation process and techniques, self-awareness and ethics.
Prerequisite: None.

HRPO 1311
Human Relations
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course provides practical application of the principles and concepts of the behavioral sciences to interpersonal relationships in the business and industrial environment.
Prerequisite: None.

HRPO 2188
Internship - Human Resources Management
CRT HRS:1  LEC HRS:0  LAB HRS:0  OTH HRS:6
This is a work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the College and the employer.
Prerequisite: Approval of Internship Coordinator.

HRPO 2301
Human Resources Management
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
Behavioral and legal approaches to the management of human resources in organizations are studied in this course.
Prerequisite: None.

HRPO 2303
Employment Practices
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a study of employment issues including techniques for human resource forecasting, selection, and placement including interview techniques, pre-employment testing, and other predictors. Topics include recruitment methods, the selection process, Equal Employment Opportunity (EEO), EEO record keeping and Affirmative Action Plans.
Prerequisite: None.

HRPO 2304
Employee Relations
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is an examination of employee relations, policies, practices, and issues required to build strong employee relations. Topics include communications, employee conduct rules, performance appraisal methods, Title VII, Federal Medical Leave Act, Fair Labor Standards Act, and Americans with Disabilities Act updates.
Prerequisite: HRPO 1305.

HRPO 2306
Benefits and Compensation
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is an overview of employee compensation systems. Topics include compensation systems, direct and indirect compensation, internal and external determination of compensation, benefits administration, managing and evaluating for effectiveness, legal and regulatory issues, pay equity, job analysis affecting job compensation and competencies.
Prerequisite: HRPO 2301.

HRPO 2307
Organizational Behavior
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course includes the analysis and application of organizational theory, group dynamics, motivation theory, leadership concepts and the integration of interdisciplinary concepts from the behavioral sciences.
Prerequisite: HRPO 2301.

HRPO 2371
Human Resources Laws
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course includes an in depth view of laws and legal issues related to employment practices.
Prerequisite: HRPO 2301, HRPO 2303.

HRPO 2372
Risk Management
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is an overview of issues related to identification, assessment and prioritization of risks in the workplace.
Prerequisite: HRPO 2301, HRPO 2303.

Humanities (HUMA)

#HUMA 1301
Introduction to Humanities I - Western
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This stand-alone course is an interdisciplinary survey of cultures focusing on the philosophical and aesthetic factors in human values with an emphasis on the historical development of the individual and society and the need to create. The emphasis of this course will be on the historical development and interplay of the arts, literature, philosophy, and religion in selected western cultures.
Prerequisite: TSI Exempt or TSI complete in Reading and Writing, or equivalent.

#HUMA 1302
Introduction to Humanities II - Non-Western
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This stand-alone course is an interdisciplinary survey of cultures focusing on the philosophical and aesthetic factors in human values with an emphasis on the historical development of the individual and society and the need to create. The emphasis of this course will be on the historical development and interplay of the arts, literature, philosophy, and religion in selected non-western cultures.
Prerequisite: HUMA 1301.

#HUMA 1305
Introduction to Mexican-American Studies
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is an interdisciplinary survey which examines the different cultural, artistic, economic, historical, political, and social aspects of the Mexican-American/Chicano/a communities. It also covers issues such as dispossession, immigration, transnationalism, and other topics that have shaped the Mexican-American experience.
Prerequisite: TSI complete in Reading, or equivalent.

#HUMA 1311
Mexican-American Fine Arts Appreciation
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is an exploration of the purposes and processes in the visual and performing arts (such as music, painting, drama, and dance) and the ways in which they express the values of the Mexican-American/Chicano/a experience.
Prerequisite: TSI complete in Reading, or equivalent.
Information Security (ITSY)

ITSY 1400
Fundamentals of Information Security
CRT HRS:4 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introduction to information security, including ethics, the legal environment and risk management. It covers basic information security goals of availability, integrity, accuracy, and confidentiality. Vocabulary and terminology specific to the field of information security are discussed. Identification of exposures and vulnerabilities and appropriate countermeasures are addressed. The importance of appropriate planning and administrative controls is also discussed.
Prerequisite: None.

ITSY 1442
Information Technology Security
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course provides instruction in security for network hardware, software, and data, including physical security; backup procedures; relevant tools; encryption; and protection from viruses.
Prerequisite: ITNW 2421.

ITSY 2417
Wireless Security Development
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers development of information security policies, standards, and guidelines for an organization. Includes Demilitarized Zone (DMZ), antivirus, Virtual Private Network (VPN), wireless communications, remote access, and other critical administrative and operational security policies. Identification of exposures and vulnerabilities and appropriate countermeasures are addressed. Emphasizes wireless security goals of availability, integrity, and confidentiality in the design, planning, implementing, operating, and troubleshooting of wireless LAN along with administrative controls.
Prerequisite: ITSY 2459.

ITSY 2441
Security Management Practices
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course provides in-depth coverage of security management practices, including asset evaluation and risk management; cyber law and ethics issues; policies and procedures; business recovery and business continuity planning; network security design; and developing and maintaining a security plan.
Prerequisite: ITSY 1400 and ITNW 1425.

ITSY 2442
Incident Response and Handling
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers in-depth coverage of incident response and incident handling, including identifying sources of attacks and security breaches; analyzing security logs; recovering the system to normal; performing postmortem analysis; and implementing and modifying security measures.
Prerequisites: ITSY 1400 and ITNW 1425.

ITSY 2443
Computer System Forensics
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course provides an in-depth study of system forensics including methodologies used for analysis of computer security breaches. Students will learn to gather and evaluate evidence to perform postmortem analysis of a security breach.
Prerequisite: ITSY 1400 and ITNW 1425.
Prerequisite: None.

**International Business (IBUS)**

**IBUS 2345**
Import Customs Regulations
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is a study of the duties and responsibilities of the licensed customs broker. Topics include process for customs clearance including appraisement, bonded warehouse entry, examination of goods, harmonized tariffs, fees, bonding, penalties, quotas, immediate delivery, consumption, liquidation, computerized systems, laws, and regulations.
Prerequisite: None.

**IBUS 2371**
Import Customs Regulations II
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is a continuation of Import Customs Regulations I. Topics include the history and use of the US Harmonized Tariffs schedule, fees, importation, general provisions, rules of origin, air regulations, export control, administrative foreign trade zones, export controls, and issues related to the import laws and regulations.
Prerequisite: IBUS 2345.

**Kinesiology (KINE)**

**#KINE 1100**
Fitness Walking
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on the aerobic sport of brisk, rhythmic, vigorous walking, intended to improve cardiovascular efficiency, strengthen the heart, control weight, and reduce stress.
Prerequisite: None.

**#KINE 1101**
Fitness and Motor Development I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on the basic principles, concepts, fundamental skills and applications of cardiovascular training and conditioning. Students are introduced to individual aerobic fitness activities, including walking, jogging, running, biking, etc. Emphasis is placed on safety, developing a basic cognitive understanding of the related aspects of exercise science, enhancing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: Kinesiology majors only.

**#KINE 1103**
Weight Training and Conditioning I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on the basic principles, concepts, fundamental skills, and applications of weight training and conditioning. Students are introduced to skills, and applications of weight training and conditioning. Students are introduced to individual anaerobic fitness activities, including muscle strength training, muscle endurance training, and muscle power training—using both machine and free-weights. Emphasis is placed on safety, developing a basic cognitive understanding of the related aspects of exercise science, enhancing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: None.
#KINE 1104
Weight Training and Conditioning II
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This physical activity course focuses on the advanced knowledge and applications of resistance (weight) training, including circuit training, interval training, power lifting, Olympic weight lifting, body-building and plyometrics. Emphasis is placed on safety, enhanced cognitive/skill development, advanced training/conditioning regimens, fitness evaluations, and comprehensive fitness program development. Promoting the activity as an enjoyable, practical and viable lifelong fitness or recreational endeavor is stressed. Prerequisite: None.

#KINE 1105
Badminton
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course covers the history, rules, basic strokes and strategies in singles and doubles play emphasized through intra-class competition. Prerequisite: None.

#KINE 1107
Basketball I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on fundamental knowledge, skills, and strategies of the (team) sport of basketball. Students are introduced to basketball history, terminology, rules, individual skills (dribbling, passing, shooting, guarding, etc.) and half-court team play (offense & defense). Emphasis is placed on safety, developing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable lifelong fitness or recreational endeavor is stressed. Prerequisite: None.

#KINE 1109
Bowling I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on fundamental knowledge, skills, and strategies of the sport of bowling. Students are introduced to bowling history, terminology, rules, scoring, basic individual skills (ball selection, the grip, arm/foot positioning, the approach, arm back swing, forward arm swing, release, follow through, etc.) and competitive play. Emphasis is placed on safety, developing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable lifelong fitness or recreational endeavor is stressed. Prerequisite: None.

#KINE 1110
Bowling II
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This physical activity course focuses on the advanced knowledge and applications of the sport of bowling, including team play and competition. Emphasis is placed on safety, enhanced skill development, advanced training/conditioning drills, sport/finess assessments, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable lifelong fitness or recreational endeavor is stressed. Prerequisite: KINE 1109 or permission from the Instructor.

#KINE 1111
Flag Football I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on fundamental knowledge, skills, and strategies of the sport of flag football. Students are introduced to flag football history, terminology, rules, scoring, basic individual skills (passing, receiving, running plays, blocking, defending, kicking, punting, etc.) and team play. Emphasis is placed on safety, developing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable lifelong fitness or recreational endeavor is stressed. Prerequisite: None.

#KINE 1113
Golf I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on fundamental knowledge, skills, and strategies of the sport of golf. Basic golf skills will be addressed (proper grip, stance, posture, full swing, putting and approach shots). The course is conducted at the driving range. Prerequisite: None.

#KINE 1114
Golf II
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This physical activity course focuses on the advanced knowledge and applications of the sport of golf, including special shots/conditions, sand/rough play, strategies to improve the golf score/handicap, playing 18 holes of golf, and competitive play. Emphasis is placed on safety, enhanced skill development, advanced training/conditioning drills, selection of equipment, club play, sport/fitness assessments, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable lifelong fitness or recreational endeavor is stressed. Prerequisite: KINE 1113 or permission from the Instructor.

#KINE 1115
Karate I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on the basic principles, concepts, fundamental skills, and applications of the discipline of karate. Students are introduced to karate history, terminology, customs, basic skills (breathing, stances, blocks, falls, roles, punches, strikes, kicks, smashes, etc.) fundamental strategies/tactics, and kata. Emphasis is placed on safety, conditioning, enhancing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity as an enjoyable, practical and viable lifelong fitness or recreational endeavor is stressed. Prerequisite: None.

#KINE 1116
Karate II
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This physical activity course focuses on the advanced knowledge and applications of the discipline of karate training, including kata, sparring, weapons, conditioning, etc. Emphasis is placed on safety, enhanced cognitive/skill development, advanced training/conditioning regimens, fitness evaluations, belt ranking requirements, and kumite competitions. Promoting the activity as an enjoyable, practical and viable lifelong fitness or recreational endeavor is stressed. Prerequisite: KINE 1115 or permission from the Instructor.
#KINE 1119
Racquetball I
CRT HRS: 1   LEC HRS: 0   LAB HRS: 3   OTH HRS: 0
This introductory physical activity course focuses on fundamental knowledge, skills, and strategies of the sport of racquetball. Students are introduced to racquetball history, terminology, rules, scoring, basic individual skills (strokes, serves, returns, smash, kill shot, wall/multi-wall shots, etc.)—while playing singles. Emphasis is placed on safety, developing psychomotor skills, reinforcing and integrating the components of fitness/wellness and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: None.

#KINE 1120
Racquetball II
CRT HRS: 1   LEC HRS: 0   LAB HRS: 3   OTH HRS: 0
This physical activity course focuses on the advanced knowledge and applications of the sport of racquetball, including advanced shots, doubles play/strategies, cut shot, and competitive (tournament) play. Emphasis is placed on safety, enhanced skill development, advanced training/conditioning drills, sport/fitness assessments, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable lifelong fitness or recreational endeavor is stressed.
Prerequisite: KINE 1119 or permission from the Instructor.

#KINE 1121
Soccer I
CRT HRS: 1   LEC HRS: 0   LAB HRS: 3   OTH HRS: 0
This introductory physical activity course focuses on fundamental knowledge, skills, and strategies of the sport of soccer. Students are introduced to soccer history, terminology, rules, scoring, basic individual skills (dribbling, shielding, turning, kicking, juggling, receiving, heading, goal keeping, throwing, catching, etc.) and team play. Emphasis is placed on safety, developing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: None.

#KINE 1123
Softball I
CRT HRS: 1   LEC HRS: 0   LAB HRS: 3   OTH HRS: 0
This introductory physical activity focuses on fundamental knowledge and skills of softball. Students are introduced to softball history, terminology, rules, scoring, basic individual skills (throwing, catching, hitting, fielding, etc.) and team play. Emphasis is placed on safety, developing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: None.

#KINE 1125
Swimming I
CRT HRS: 1   LEC HRS: 0   LAB HRS: 3   OTH HRS: 0
This introductory physical activity course focuses on the basic principles, concepts, fundamental skills, and applications of swimming. Students are introduced to basic individual skills, including various strokes and kicks, breathing, turning, etc. Emphasis is placed on safety, developing a basic cognitive understanding of the related aspects of exercise science, enhancing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: None.

#KINE 1126
Swimming II
CRT HRS: 1   LEC HRS: 0   LAB HRS: 3   OTH HRS: 0
This physical activity course focuses on the advanced knowledge and applications of swimming. Emphasis is placed on safety, enhanced cognitive/skill development, advanced training/conditioning regimens, fitness evaluations, and comprehensive fitness program development. Promoting the activity as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: KINE 1125 or permission from the Instructor.

#KINE 1127
Tennis I
CRT HRS: 1   LEC HRS: 0   LAB HRS: 3   OTH HRS: 0
This introductory physical activity course focuses on fundamental knowledge, skills, and strategies of the (team) sport of tennis. Students are introduced to tennis history, terminology, rules, individual skills (foot positioning, strokes, serves, returns, volleys, etc.), and singles play. Emphasis is placed on safety, developing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, viable life-long fitness or recreational endeavor is stressed.
Prerequisite: None.

#KINE 1128
Tennis II
CRT HRS: 1   LEC HRS: 0   LAB HRS: 3   OTH HRS: 0
This physical activity course focuses on the advanced knowledge and applications of the (team) sport of tennis, including backhand strokes, smash, drop shot, power shot, power serve, doubles play, etc. Emphasis is placed on safety, enhanced skill development, advanced training/conditioning drills, sport/fitness assessments, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: KINE 1127 or permission from the Instructor.

#KINE 1129
Volleyball I
CRT HRS: 1   LEC HRS: 0   LAB HRS: 3   OTH HRS: 0
This introductory physical activity course focuses on fundamental knowledge, skills, and strategies of the sport of volleyball. Students are introduced to volleyball history, terminology, rules, scoring, basic individual skills (serving, passing, setting, blocking, hitting, etc.) and team play. Emphasis is placed on safety, developing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: None.
#KINE 1131
Yoga and Flexibility Training
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on the basic principles, concepts, fundamental skills, and applications of the discipline of yoga. Students are introduced to yoga history, terminology, philosophy, flexibility training, basic yoga postures, breathing/relaxation techniques, musculoskeletal anatomy/physiology, etc. Emphasis is placed on exploring associated educational resources and promoting the activity as an enjoyable, practical and viable life-long fitness or recreational endeavor. Prerequisite: None.

#KINE 1132
Self Defense and Personal Safety
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on the basic principles, concepts, fundamental skills, and applications of the discipline of self-defense. Students are introduced to self-defense history, terminology, applicable statistics, basic self-defense skills, fundamental strategies/tactics, physical conditioning techniques/applications, and first aid techniques, etc. Emphasis is placed on the exploration and identification of associated self-defense resources. Prerequisite: None.

#KINE 1133
Outdoor Adventure Training
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity and adventure training course focuses on the basic principles, concepts, fundamental skills, and applications of outdoor adventure training. Students are introduced to various outdoor adventure training activities, such as backpacking, hiking, orienteering, camping, survival skills, competitive adventure activities, etc. Emphasis is placed on physical conditioning, exploring associated educational resources, and promoting the activities as an enjoyable, practical and viable life-long fitness or recreational endeavors. Prerequisite: None.

#KINE 1149
Team Sports I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This specialized physical activity course focuses on advanced knowledge, skills, and strategies of competitive team sports. Emphasis is placed on teamwork, leadership development, cultural growth, moral growth, physical development, social development and intellectual development. Promoting the competitive activity (sport) as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed. Prerequisite: None.

#KINE 1150
Team Sports II
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This specialized physical activity course focuses on advanced knowledge, skills, and strategies of competitive team sports. Emphasis is placed on teamwork, leadership development, cultural growth, moral growth, physical development, social development and intellectual development. Promoting the competitive activity (sport) as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed. Prerequisite: None.

#KINE 1164
Introduction to Physical Fitness and Wellness
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:0
This course is an orientation to the field of physical fitness and sport. It includes the study and practice of activities and principles that promote physical fitness. Prerequisite: None.

#KINE 1210
Aerobic Dance I
CRT HRS:2 LEC HRS:1 LAB HRS:2 OTH HRS:0
This introductory physical activity course focuses on the fundamental skills and applications of aerobic dance. Students are introduced to various forms of aerobic dance, including low impact step, low impact slide, etc. Emphasis is placed on safety, developing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed. Prerequisite: None.

#KINE 1211
Aerobic Dance II
CRT HRS:2 LEC HRS:1 LAB HRS:2 OTH HRS:0
This physical activity course focuses on the advanced knowledge and applications of aerobic dance training, including a combination of advanced moves and the integration of various types of aerobic dance. Emphasis is placed on safety, reinforcing skill development, advanced training/conditioning regimens, fitness evaluations, exploring associated educational resources, and developing choreographed routines. Promoting the activity as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed. Prerequisite: KINE 1210 or permission from the Instructor.

#KINE 1249
Ballet Folklorico I
CRT HRS:2 LEC HRS:1 LAB HRS:2 OTH HRS:0
This introductory dance course focuses on fundamental knowledge, skill and applications of Mexican Folklorico dance. Students are introduced to Mexican Folklorico dance techniques, individual skills, and movement fundamentals. The course offers attainment of vocabulary, knowledge and skill development in classical Cecchetti ballet technique at the beginning level. It is designed to develop posture, hand positioning, feet positioning, body isolations and overall coordination. These ballet skills will be incorporated in Mexican Folklorico dance. Emphasis is placed on safety, cognitive, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. The course promotes the discipline as an enjoyable, practical and viable life-long fitness or recreational endeavor. Prerequisite: None.

#KINE 1250
Ballet Folklorico II
CRT HRS:2 LEC HRS:1 LAB HRS:2 OTH HRS:0
This course focuses on fundamental knowledge, skill and applications of Mexican Folklorico dance. Students are introduced to Mexican Folklorico dance terminology, techniques, individual skills, movement fundamentals, improvisation, and choreography. The course will continue to offer knowledge and skill development in the basics of classical Cecchetti ballet technique at the beginning and intermediate levels. Emphasis will be placed on correct alignment, basic barre work, simple center floor work and ballet vocabulary which will be incorporated into Mexican Folklorico dance. Emphasis is placed on safety, cognitive, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. The course promotes the discipline as an enjoyable, practical and viable life-long fitness or recreational endeavor. Prerequisite: KINE 1249 or permission from the instructor.
Prerequisite: Kinesiology majors only.

Kinesiology (KINE)

Foundations of Kinesiology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides an orientation to the field of kinesiology, its scope, organization of professional activities, vocational opportunities and professional qualifications. Prerequisite: None.

Personal/Community Health I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of factors involved in human physical and psychological wellness. Disorders arising from mutagenic, teratogenic infections, environment and lifestyle behaviors will be studied. Prerequisite: None.

First Aid
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides basic knowledge for safe and effective living. The essential aspects of home, work, motor vehicle and public safety will be covered. Both theoretical and practical aspects of emergency care will be included. Standard First Aid, Personal Safety and Cardio-Pulmonary Resuscitation (CPR) are covered. Certification upon completion of the course is based upon American Red Cross standards. Prerequisite: None.

Sports Officiating I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides an introduction to the theory, strategy, terminology, rules and applications of sports officiating for team sports with certification as the intended outcome. Emphasis is placed on the importance of physical conditioning and increasing student knowledge/appreciation of basketball, football, baseball, softball, and other appropriate sports. Promoting the course as an enjoyable, practical and viable life-long fitness or recreational avocation is stressed. Prerequisite: None.

Coaching/Sports/Athletics I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides instruction in fundamental skills of coaching, organization of practices, and handling of teams during competitive seasons of sport. Emphasis is placed on the ability of the coach to teach and exercise leadership. Topics include the history, theories, and philosophies of competitive sports. Prerequisite: None.

Physical Education for Elementary Education Majors
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers physical education for elementary education majors. It includes an orientation to the field of kinesiology, physical fitness and sport, vocational opportunities, and a detailed analysis of fundamental principles, content, and curriculum of the elementary school kinesiology program. Prerequisite: None.

Introduction to Recreation I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the theoretical and concepts of recreational activities with an emphasis on skill development, programs, planning, fitness and leadership. Emphasis will be on backpacking, cycling, orienteering, swimming, and rock climbing. Prerequisite: Kinesiology majors only.

Concepts of Physical Fitness
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the concepts and use of selected physiological variables of fitness, individual testing and consultation and the organization of sports and fitness programs. Prerequisite: Kinesiology majors only.

Drug Use & Abuse
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course focuses on the study of the use and abuse of drugs and other harmful substances in today's society from historical and contemporary perspectives. Emphasis is placed on the physiological, sociological, economic, psychological, medical, ethical, and legal factors associated with substance abuse. Particular attention and study will be devoted to the impact of alcohol, tobacco, narcotics, and sports enhancement drugs on various segments of society. An overview of intervention and treatment programs will also be explored. Prerequisite: None.

Ballet Folklorico III
CRT HRS:2 LEC HRS:1 LAB HRS:2 OTH HRS:0
This course focuses on fundamental knowledge, skill and applications of Mexican Folklorico dance. Students are introduced to Mexican Folklorico dance history, terminology, theory, criticism, techniques, individual skills, movement fundamentals, improvisation, choreography, and music selection. The course offers continued attainment of knowledge and skill development in classical Cecchetti ballet technique at the intermediate level. It is designed to develop control, balance, strength, quality of movement and ballet vocabulary which will be incorporated in Mexican Folklorico dance. Emphasis is placed on safety, cognitive, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. The course promotes the discipline as an enjoyable, practical and viable life-long fitness or recreational endeavor. Prerequisite: KINE 1250 or permission from the instructor.

Ballet Folklorico IV
CRT HRS:2 LEC HRS:1 LAB HRS:2 OTH HRS:0
This course is a continuation of the study of Mexican Folklorico dance technique with a strong emphasis on performing skills and styles. This course is an advanced Ballet Folklorico performing class. Students taking this course are members of the South Texas College Ballet Folklorico. Membership is obtained by taking the Ballet Folklorico sequence or by invitation of the instructor. This course emphasizes Ballet Folklorico dance concert performances, as well as public and private performances. Students continue to study Mexican Folklorico theory, criticism, techniques, individual skills, improvisation, choreography, and music selection. The Cecchetti ballet technique is incorporated in the repertoire of the South Texas College Ballet Folklorico. Emphasis is placed on safety, cognitive, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. The course promotes the discipline as an enjoyable, practical and viable life-long fitness or recreational endeavor. Prerequisite: KINE 2249 or invitation from the instructor.
Law Enforcement (CJLE)

CJLE 1194
Current Events in Law Enforcement
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course discusses topics recently identified as current events in addition to skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency.
Prerequisite: None.

CJLE 1240
Intermediate Arrest, Search and Seizure
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course discusses probable cause; detention and arrest; exceptions to search warrant requirements; principles of preparing valid search warrants; pretrial suppression hearings; and civil liability for improper arrests, searches, and seizures.
Prerequisite: None.

CJLE 1512
Basic Peace Officer I
CRT HRS:5 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course provides basic preparation for a new peace officer. This course should be taken in conjunction with Basic Peace Officer Courses I, II, III, and IV. This course satisfies or exceeds the Texas Commission on Law Enforcement (TCLEOSE) approved Basic Peace Officer Training Academy Course #1000. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY TCLEOSE.**
Prerequisite: CJLE 1506.

CJLE 1518
Basic Peace Officer III
CRT HRS:5 LEC HRS:3 LAB HRS:7 OTH HRS:0
This course provides basic preparation for a new peace officer. This course should be taken in conjunction with Basic Peace Officer Courses I, II, IV, and V (supplement) to satisfy the Texas Commission on Law Enforcement (TCLEOSE) approved Basic Peace Officer Training Academy. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY TCLEOSE.**
Prerequisite: CJLE 1512.

CJLE 1333
Traffic Law and Investigations
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course includes instruction in the basic principles of traffic control, traffic law enforcement, court procedures, and traffic law with an emphasis on the need for a professional approach in dealing with traffic law violators and the police role in accident investigation and traffic supervision.
Prerequisite: COSC 1301, MATH Elective.

CJLE 1345
Intermediate Crime Scene Investigation
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
The topics in this course include objectives, preparations, procedures, and methods of crime scene search; value of crime scene sketches and their relationship to crime scene photographs; fingerprints as physical evidence, fingerprint identification and classification, types of impressions and techniques for locating and developing impressions. This course satisfies Texas Commission on Law Enforcement (TCLEOSE) Course #2106.
Prerequisite: CJLE 1240, CJLE 1333.

CJLE 1429
Basic Peace Officer V
CRT HRS:4 LEC HRS:2 LAB HRS:7 OTH HRS:0
This is a supplemental course taken in conjunction with Basic Peace Officer Courses I, II, III, and IV. This course satisfies or exceeds the Texas Commission on Law Enforcement (TCLEOSE) approved Basic Peace Officer Academy Course #1000. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY TCLEOSE.**
Prerequisite: CJLE 1524.

CJLE 1303
Basic Telecommunication Certification
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides information about Law Enforcement functions, history of public safety communications, federal laws regulating public safety communications, radio communication systems, radio operations, fire and EMS dispatch considerations, telephone operations, law enforcement information systems, communication records, logs and documentation, legal issues, emergency management, police emergency situations, 9-1-1/computer aided dispatch, media relations, stress management, and crisis intervention. This is also a required course for law enforcement telecommunication personnel prior to completion of 12 months of service.
Prerequisite: None.

CJLE 1325
Criminal Justice Survey
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides an overview of criminal justice agencies with an emphasis on preparation for law enforcement licensure.
Prerequisite: None.

CJLE 1327
Interviewing and Report Writing for CJ Professions
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course provides instruction and skill development in interviewing, note-taking, and report writing in the criminal justice context. It also includes the development of skills to conduct investigations by interviewing witnesses, victims, and suspects properly. This course also focuses on the organization of information regarding incidents into effective written reports.
Prerequisite: ENGL 1301, SPCH Elective.

CJLE 1349
Intermediate Spanish for Law Enforcement
CRT HRS:3 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course covers practical Spanish communication skills for law enforcement. It meets the requirements as established by the Texas Commission on Law Enforcement (TCLEOSE) Course #2110.
Prerequisite: None.

CJLE 1364
Traffic Law and Investigations
CRT HRS:4 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course includes instruction in the basic principles of traffic control, traffic law enforcement, court procedures, and traffic law with an emphasis on the need for a professional approach in dealing with traffic law violators and the police role in accident investigation and traffic supervision. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY TCLEOSE.**
Prerequisite: CJLE 1506.

CJLE 1307
Traffic Law and Investigations
CRT HRS:4 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course includes instruction in the basic principles of traffic control, traffic law enforcement, court procedures, and traffic law with an emphasis on the need for a professional approach in dealing with traffic law violators and the police role in accident investigation and traffic supervision.
Prerequisite: COSC 1301, MATH Elective.
Legal Admin Asst (POFL)

POFL 1303
Legal Office Procedures I
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is a study of the fundamental administrative duties of the legal administrative assistant, including issues involved in understanding and using social, organizational, and technological systems.
Prerequisite: None.

POFL 1340
Legal Office Procedures II
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is a continuation of Legal Office Procedures I that will include legal terminology, theory, forms and procedures, and advanced concepts of administrative duties of the legal administrative assistant in selected areas of law, with applications designed to require students to use critical thinking skills.
Prerequisite: POFL 1303.

POFL 1355
Legal Issues and Medical Records
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course covers the identification of legal issues within medical documents for the legal administrative assistant.
Prerequisite: POFT 1329.

POFL 1359
Legal Transcription
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course covers comprehensive legal vocabulary and the conversion of spoken words into printed format for use in legal documents. It includes organizing and transcribing documents in a law office.
Prerequisite: POFT 1329 and POFT 1301.

POFL 2264
CAPSTONE: Practicum
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:16
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Students enrolled in the certificate program must have completed 30 semester credit hours; Students enrolled in the Associate Degree program must have completed 46 semester credit hours.

POFL 2301
Legal Document Processing
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course teaches skill development in the production of legal documents by the legal administrative assistant used in the legal and court systems.
Prerequisite: POFT 1329.

Legal Assisting (LGLA)

LGLA 1303
Legal Research
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course presents standard and/or computer assisted legal research techniques in a law library emphasizing the paralegal's role.
Prerequisite: None.

LGLA 1305
Legal Writing
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course provides a working knowledge of the fundamentals of effective legal writing techniques. Topics include briefs, legal memoranda, case and fact analysis, citation formats, and legal writing styles emphasizing the paralegal's role in legal writing.
Prerequisite: None.

Law Enforcement (CJSA)

CJSA 1308
Criminalistics I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers an introduction to the field of criminalistics. Topics include the application of scientific and technical methods in the investigation of crime including location, identification, and handling of evidence for scientific analysis.
Prerequisites: None.

CJSA 1312
Crime in America
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers American crime problems in historical perspective; social and public policy factors affecting crime; impact and crime trends; social characteristics of specific crimes; and prevention of crime.
Prerequisite: None.

CJSA 1348
Ethics in Criminal Justice
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course discusses ethical philosophies and issues pertaining to the various professions in the criminal justice system. It includes ethical issues emanating from constitutional conflict with public protection and individual rights, civil liberties, and correctional policies.
Prerequisite: None.

CJSA 1400
Death Investigation I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers concepts, investigations process, scene management, required documentation, and case management for incidences of natural, accidental, and suicidal deaths. Follows the Department of Justice National Guidelines for Death Investigations and meets the criteria for academic credit recognition from the American Board of Medicolegal Death Investigators.
Prerequisite: None.
LGLA 1307  Introduction to Law and the Legal Professions
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course provides an overview of the law and the legal professions. Topics include legal concepts, systems, and terminology; substantive areas of law and the federal and state judicial systems; ethical obligations and regulations; professional trends and issues with particular emphasis on the paralegal's role.
Prerequisite: None.

LGLA 1342  Federal Civil Litigation
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course presents fundamental concepts and procedures of federal civil litigation including pretrial, trial, and post-trial phases of litigation emphasizing the paralegal's role in the federal civil litigation process.
Prerequisite: LGLA 1307.

LGLA 2309  Real Property
CRT HRS:3  LEC HRS:2  LAB HRS:2  OTH HRS:0
This course presents fundamental concepts of real property law with emphasis on the paralegal's role. Topics include the nature of real property, rights and duties of ownership, land use, voluntary and involuntary conveyances, and the recording of and searching for real estate documents.
Prerequisite: LGLA 1307.

LGLA 2311  Business Organizations
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course presents basic concepts of business organizations with emphasis on the paralegal's role. Topics include law of agency, sole proprietorships, forms of partnerships, corporations and other emerging business entities.
Prerequisite: LGLA 1307.

LGLA 2313  Criminal Law and Procedure
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course covers fundamental concepts of criminal law and procedures from arrest to final disposition including principles of federal and state law, and the preparation of pleadings and motions as applied to the role of the paralegal in the criminal justice system.
Prerequisite: LGLA 1307.

Logistics Management (LMGT)

LMGT 1319  Introduction to Business Logistics
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course provides a systems approach to managing activities associated with traffic, transportation, inventory management and control, warehousing, packaging, order processing, and materials handling.
Prerequisite: None.

LMGT 1321  Principles of Material Management
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course introduces the principles of material management to include inventory control and forecasting activities.
Prerequisite: None.

LMGT 1325  Warehouse and Distribution Center Management
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course emphasizes physical distribution and total supply chain management. It includes warehouse operations management, hardware and software operations, bar codes, organizational effectiveness, just-in-time manufacturing, continuous replenishment, and third party.
Prerequisite: LMGT 1319.

Manufacturing Tech (MCHN)

MCHN 1319  Manufacturing Materials and Processes
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0
This course is a basic study of various materials used in the manufacturing industry and the chemical, physical, and mechanical properties of various materials. Emphasis is placed on manufacturing processes, including casting, forming, and machining.
Prerequisite: MCHN 1338 or MCHN 1352.
MCHN 1320
Precision Tools and Measurement
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0
This course is an introduction to the modern science of dimensional metrology. Emphasis is placed on the identification, selection, and application of various types of precision instruments associated with the machine trade. Students will gain practice of basic layout and piece part measurements while using standard measuring tools. Prerequisite: None.

MCHN 1326
Introduction to Computer-Aided Manufacturing (CAM)
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0
This course is a study of Computer-Aided Manufacturing (CAM) software which is used to create part programs, transfer programs to the machine control unit and machine parts. Prerequisite: MCHN 1338 or MCHN 1352.

MCHN 1338
Basic Machine Shop I
CRT HRS:3  LEC HRS:1  LAB HRS:6  OTH HRS:0
This is an introductory course that assists the student in understanding the machinist occupation in industry. The student begins by using basic machine tools such as the lathe, milling machine, drill press, power saw, and bench grinder. Machine terminology, theory, math, part layout, and bench work using common measuring tools is included. Emphasis is placed on shop safety, housekeeping, and preventative maintenance. Prerequisite: None.

MCHN 1343
Machine Shop Mathematics
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is designed to prepare the student with technical, applied mathematics that will be necessary in future machine shop-related courses. Prerequisite: None.

MCHN 1352
Intermediate Machining I
CRT HRS:3  LEC HRS:1  LAB HRS:6  OTH HRS:0
This course covers the operation of drills, milling machines, lathes, and power saws, and provides an introduction to precision measuring techniques. Prerequisite: None.

MCHN 2303
Fundamentals of Computer Numerical Controlled (CNC) Machine Controls
CRT HRS:3  LEC HRS:1  LAB HRS:6  OTH HRS:0
This course is a study in the programming and operation of Computer Numerical Controlled (CNC) machine shop equipment. Prerequisite: MCHN 1338 or MCHN 1352.

MCHN 2341
Advanced Machining I
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0
This is an advanced study of lathe and milling operations. Emphasis is placed on advanced cutting operations of the lathe and milling machines, including the use of carbide insert tooling, bench assembly and metals metallurgy. Prerequisite: MCHN 1338 or MCHN 1352.

MCHN 2382
CAPSTONE: Tool & Die Technology
CRT HRS:3  LEC HRS:1  LAB HRS:0  OTH HRS:15
In this course, career related activities encountered in the student’s area of specialization are offered through a cooperative agreement between the college, employer and student. Under supervision of the college and the employer, the student combines classroom learning with work experience. Directly related to a technical discipline, specific learning objectives guide the student through the work experience. Prerequisite: None.

MCHN 2435
Advanced CNC Machining
CRT HRS:4  LEC HRS:2  LAB HRS:6  OTH HRS:0
This course is a study of advanced CNC operation with an emphasis on programming and operations of machining and turning centers. Prerequisite: MCHN 2303.

MCHN 2438
Advanced Computer-Aided Manufacturing (CAM)
CRT HRS:4  LEC HRS:2  LAB HRS:6  OTH HRS:0
This course is a study of advanced techniques in Computer-Aided Manufacturing (CAM). Prerequisite: MCHN 1326.

MCHN 2447
Specialized Tools and Fixtures
CRT HRS:4  LEC HRS:2  LAB HRS:7  OTH HRS:0
This is an advanced course in the designing and building of special tools, such as jigs, fixtures, punch press dies and molds. This course covers the machining and assembling of a production tool, using conventional machine shop equipment. It includes the application of production tool theory, care and maintenance. Prerequisite: MCHN 1338 or MCHN 1352.

Math Supplemental Lab (MATL)
MATL 0020
Math Supplementary Lab
CRT HRS:1  LEC HRS:0  LAB HRS:2  OTH HRS:0
This course is designed as a co-requisite for freshman-level math courses taken by students who are not yet college-ready in mathematics according to Texas Success Initiative guidelines. The topics include: factoring, rational expressions, roots, and rational exponents. The topics are integrated in the college-level math course. Prerequisite: TSI score of 342 or completion of MATH 0100 with a grade of “P” or “C” or better.

Mathematics (MATH)
MATH 0100
Developmental Mathematics I
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course is a study of fundamental mathematics principles and concepts. Topics include performing basic arithmetic operations on integers, fractions, and decimals; performing calculations involving exponents and order of operations; solving application problems involving proportions, percent, and fractional algebraic expressions and solving linear equations; application problems involving linear models; graphs of linear equations in two variables; applying rules of exponents, calculations involving scientific notation, operations on polynomials; solving problems involving geometric concepts and figures, measures of central tendency, and introduction to probability. The focus of lab instruction is content reinforcement. Prerequisite: Placement based on assessment scores or TSI score 336-341; Students should see an advisor for special assessment if the TSI score is below 336.
MATH 0200 Developmental Mathematics II
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a study of introductory and intermediate algebra concepts. Topics include factorization of polynomials, operations on rational and radical expressions, operations on real and complex numbers, solving rational equations, radical equations, absolute value equations and inequalities, quadratic equations with real and non-real solutions and their graphs, application problems involving quadratic models and features of functions. The focus of lab instruction is content reinforcement.
Prerequisite: Placement based on assessment scores or TSI score 342-349 or MATH 0100 with a grade of "C" or better or equivalent.

MATH 0442 Foundations for Mathematical Reasoning
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course surveys a variety of mathematical topics needed to prepare students for college level Statistics or Quantitative Reasoning courses. The focus of the course is to develop appropriate applications. Number sense, and annuities; systems of linear equations; inequalities, quadratic equations with real and non-real solutions and their graphs, application problems involving quadratic models and features of functions. The focus of lab instruction is content reinforcement.
Prerequisite: None.

#MATH 1316 Plane Trigonometry
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers trigonometric functions, identities, equations and applications. Prerequisite: MATH 1414 with a grade of "C" or better; or a score of 560+ on the math portion of the TSI exam.

#MATH 1324 Mathematics for Business & Social Sciences
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the application of common algebraic functions, including polynomial, exponential, logarithmic, and rational, to problems in business, economics, and the social sciences are addressed. The applications include mathematics of finance, including simple and compound interest and annuities; systems of linear equations; matrices; linear programming; and probability, including expected value. Prerequisite: Meet TSI college-readiness standard for Mathematics; or completion of MATH 0200 or MATL 0020 with a grade of "P" or "C" or better or equivalent.

#MATH 1332 Contemporary Mathematics
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
Intended for Non-STEM (Science, Technology, Engineering and Mathematics) majors. Topics include introductory treatments of sets and logic, financial mathematics, probability and statistics and appropriate applications. Number sense, proportional reasoning, estimation, technology, and communication should be embedded throughout the course. Additional topics may be covered. Prerequisite: Completion of MATH 0100 with a grade of "C" or "P" or better or TSI score of 350+.

#MATH 1350 Mathematics for Teachers I
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is intended to build or reinforce a foundation in fundamental mathematics concepts and skills. It includes conceptual development of the following: sets, functions, numeration systems, number theory, and properties of the various number systems with an emphasis on problem solving and critical thinking. Prerequisite: MATH 1414 with a grade of "C" or better.

#MATH 1351 Mathematics for Teachers II
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is intended to build or reinforce a foundation in fundamental mathematics concepts and skills. It includes the concepts of geometry, measurement, probability, and statistics with an emphasis on problem solving and critical thinking. Prerequisites: MATH 1414 with a "C" or better.

#MATH 1414 College Algebra
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This course is the study of quadratic, polynomial, rational, logarithmic and exponential functions and includes the study of systems of equations and matrices. The focus of the course is the discovery and application of algebraic techniques, including graphing, to solve related equations. Additional topics may include sequences and series. Prerequisite: TSI score of 350+ or completion of MATH 0200 or MATL 0020 with a grade of "C" or "P" or better.

#MATH 1425 Calculus for Business and Social Sciences
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This course is the basic study of limits and continuity, differentiation, optimization and graphing, and integration of elementary functions, with emphasis on applications in business, economics, and social sciences. This course is not a substitute for MATH 2413, Calculus I. Prerequisite: MATH 1414 or MATH 1324 with a grade of "C" or better; or a score of 560+ on the math portion of the TSI assessment.

#MATH 1442 Elementary Statistical Methods
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This course is a presentation and interpretation of data, probability, sampling, correlation and regression, analysis of variance, and use of statistical software. Prerequisite: Meet TSI college-readiness standard for Mathematics; or completion of MATH 0200 or MATL 0020 with a grade of "P" or "C" or better; or equivalent.

#MATH 2412 Pre-Calculus Math
CRT HRS:4 LEC HRS:4 LAB HRS:1 OTH HRS:0
This course is the combined study of algebra, trigonometry and other topics needed to prepare students for the study of calculus. Topics include trigonometric functions, inverses, graphs, and identities; vectors; polar and parametric equations; conic sections; partial fractions; linear programming; applications of systems and matrices and may include additional topics such as: sequences and series, mathematical induction and/or probability. Prerequisite: MATH 1414 or MATH 1324 with a grade of "C" or better.
Chair Approval.

Prerequisite: Admission to the program or Program student. Prerequisite: plan developed by the employer, college and the training supported by an individualized learning plan. This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college and the student.

Prerequisite: Completion of the previous semester courses with a grade of "C" or better and Program Chair approval.

MDCA 1167
Practicum II
CRT HRS: 1 LEC HRS: 0 LAB HRS: 0 OTH HRS: 8
This course is a continuation of MDCA 1166- Practicum I. It provides practical, general workplace training supported by an individualized learning plan developed by the employer, college and the student.

Prerequisite: Completion of the previous semester courses with a grade of "C" or better and Program Chair approval.

MDCA 1205
Medical Law and Ethics
CRT HRS: 2 LEC HRS: 2 LAB HRS: 0 OTH HRS: 0
This course provides instruction in principles, procedures, and regulations involving legal and ethical relationships among physicians, patients, and medical assistants in ambulatory care settings.

Prerequisite: Admission to the program and Program Chair Approval.

MDCA 1254
Medical Assisting Credentialing Exam Review
CRT HRS: 2 LEC HRS: 2 LAB HRS: 0 OTH HRS: 0
This course provides preparation for the Certified Medical Assistant (American Association of Medical Assistants), Registered Medical Assistant (American Medical Technologists) or National Certified Medical Assistant (National Center for Competency Testing) credentialing exam. Note: This course may be taken by students currently enrolled in a CAAHEP (Commission on Accreditation of Allied Health Education Programs) accredited Medical Assisting Program who are preparing for the Certification exam by the American Association of Medical Assistants. See the Program Chair for details.

Prerequisite: Completion of the previous semester courses with a grade of "C" or better and Program Chair approval.

MDCA 1317
Procedures in a Clinical Setting
CRT HRS: 3 LEC HRS: 2 LAB HRS: 3 OTH HRS: 0
This course places emphasis on patient assessment, examination and treatment as directed by a physician. It includes vital signs, collection and documentation of patient information, asepsis, office clinical procedures, and other treatments as appropriate for ambulatory care settings.

Prerequisite: Completion of the previous semester courses with a grade of "C" or better and Program Chair approval.

MDCA 1321
Administrative Procedures
CRT HRS: 3 LEC HRS: 2 LAB HRS: 4 OTH HRS: 0
This is a course in medical office procedures including appointment scheduling, medical records creation and maintenance, interpersonal communications, bookkeeping tasks, coding, billing, collecting, third party reimbursement, credit arrangements, and computer use in the medical office.

Prerequisite: Admission to the program and Program Chair approval.

MDCA 1343
Medical Insurance
CRT HRS: 3 LEC HRS: 2 LAB HRS: 4 OTH HRS: 0
This course emphasizes medical office coding procedures for payment and reimbursement by patient or third party payers for ambulatory care settings.

Prerequisite: Admission to the program and Program Chair approval.
MDCA 1348
Pharmacology and Administration of Medications
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
Instruction in concepts and application of pharmacological principles. Focuses on drug classifications, principles and procedures of medication administration, mathematical systems and conversions, calculation of drug problems, and medico-legal responsibilities of the medical assistant.
Prerequisite: Program Chair approval.

MDCA 1352
Medical Assistant Laboratory Procedures
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
Emphasis in this course is on application of governmental health care guidelines and includes specimen collection and handling, quality assurance, and quality control.
Prerequisite: Completion of the previous semester courses with a grade of "C" or better and Program Chair approval.

MDCA 1409
Anatomy and Physiology for Medical Assistants
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This course places emphasis on normal human anatomy and physiology of cells, tissues, organs, and systems with an overview of common pathophysiology.
Prerequisite: Admission to the program and Program Chair approval.

MDCA 2266
CAPSTONE: Practicum III
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:16
This course provides advanced practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Completion of the previous semester courses with a grade of "C" or better and Program Chair approval.

Medical Records Tech (HITT)

HITT 1166
Coding Practicum
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:10
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Permission from the department and completion of all course work within the specialty with a grade of "C" or better.

HITT 1167
CAPSTONE: Practicum
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:10
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Permission from the department and completion of all course work within the specialty with a grade of "C" or better.

HITT 1211
Health Information Systems
CRT HRS:2 LEC HRS:1 LAB HRS:4 OTH HRS:0
This course is an introduction to health IT standards, health-related data structures, software applications and enterprise architecture in health care and public health.
Prerequisite: Program Chair approval.

HITT 1253
Legal and Ethical Aspects of Health Information
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course teaches concepts of confidentiality, ethics, health care legislation, and regulations relating to the maintenance and use of health information.
Prerequisite: Program Chair approval.

HITT 1255
Health Care Statistics
CRT HRS:2 LEC HRS:1 LAB HRS:2 OTH HRS:0
This course focuses on general principles of health care statistics with emphasis in hospital statistics. Also included is skill development in computation and calculation of health data.
Prerequisite: HITT 1301 and Program Chair approval.

HITT 1301
Health Data Content and Structure
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is an introduction to systems and processes for collecting, maintaining, and disseminating primary and secondary health related information. Instruction in delivery and organizational structure to include content of health record, documentation requirements, registries, indices, licensing, regulatory agencies, forms, and screens.
Prerequisite: Program Chair approval.

HITT 1305
Medical Terminology I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of medical terms through word origin and structure through the introduction of prefixes, suffixes, root words, plurals, abbreviations and symbols, surgical procedures, medical specialties, and diagnostic procedures.
Prerequisite: None.

HITT 1341
Coding and Classification Systems
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course focuses on the fundamentals of coding rules, principles, guidelines, and conventions using clinical classification systems.
Prerequisite: HITT 1301 and HITT 1305, or MDCA 1321 and MDCA 1343.

HITT 1345
Health Care Delivery Systems
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is an examination of delivery systems including organization, financing, accreditation, licensure, and regulatory agencies.
Prerequisite: HITT 1301 and Program Chair approval.

HITT 1349
Pharmacology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an overview of the basic concepts of the pharmacological treatment of various diseases affecting major body systems.
Prerequisite: HITT 1305 and completion of, or concurrent enrollment in, HPRS 2301.

HITT 2166
Practicum I
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:10
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Permission from the Department; HITT 1301 and HITT 1253.

HITT 2167
CAPSTONE: Practicum II
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:10
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college and the student.
Prerequisite: Permission from the department; HITT 2166.

South Texas College 283
Medical Transcription (MRMT)

MRMT 1307 Medical Transcription I
CRT HRS:3  LEC HRS:1  LAB HRS:5  OTH HRS:0
This course focuses on the fundamentals of medical transcription with hands-on experience in transcribing physician dictation including basic reports such as history and physicals, discharge summaries, consultations, operative reports, and other medical reports. Utilizes technology compatible with industry standards. Designed to develop speed and accuracy.
Prerequisite: HITT 1305 or concurrent enrollment, and word processing skills.

MRMT 2166 Practicum
CRT HRS:1  LEC HRS:0  LAB HRS:0  OTH HRS:10
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Permission from the department and completion of all course work within the specialty with a grade of "C" or better.

MRMT 2333 Medical Transcription II
CRT HRS:3  LEC HRS:1  LAB HRS:5  OTH HRS:0
This course focuses on transcription of medical reports with increasing speed and accuracy including history and physicals, consultations, discharge summaries, operative reports, and other medical reports.
Prerequisite: MRMT 1307 and concurrent enrollment in HITT 1349.

Medical/Health Serv. Mg (MHSM)

MHSM 3302 U.S. Health Care Delivery
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course introduces U.S. health care systems, the business of health care, the history of its development and the roles of various business entities and health care professionals in the delivery of care to the patient.
Prerequisite: HITT 1255, ACCT 2401.

MHSM 3303 Statistics for Health Care Managers
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course expands on basic statistic knowledge by discussing unique statistics routinely used in health care, assessment and utilization of published health care research statistics and application of internal organizational health care statistics in managerial decisions.
Prerequisite: Junior standing, HITT 1255 and MATH 1414 (or MATH 1332).

MHSM 3304 Communication for Health Care Professionals
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course addresses varying communication skills and strategies for interaction with patients, families, employees, other department/business representatives, and the community. It also covers basic marketing skills in the health care arena and media management during a crisis.
Prerequisite: Junior standing and SPCH 1311 or SPCH 1315 or SPCH 1318 or SPCH 1321 or SPCH 2333 or SPCH 2335.

MHSM 3310 Financial Management for Health Care Managers
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course examines various federal, state and local laws and regulations affecting health care delivery in the United States. It also covers public and private regulatory agencies, issues associated with professional malpractice, and business liability for health care products and services.
Prerequisite: Junior standing.

MHSM 3325 Medical Transcription (MRMT)
Prerequisite: None.

Risk Management for Health Professionals
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course explores quality assurance measures including Total Quality Management, Continuous Quality Improvement, and Joint Commission on Accreditation of Healthcare Organizations standards. Methods and applications for outcomes measures, benchmarking, and utilization management in the health care setting are explored.
Prerequisite: Senior standing.

Human Resources in Health Care Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides an overview of the special considerations of human resources in the health care industry, including job requirements, professional licensure, staffing ratios, job descriptions, traditional and nontraditional labor sources, legal issues and wages, and benefits management.
Prerequisite: Senior standing, MHSM 3310.

Ethics for Health Care Professionals
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey on ethical business practices in the health care industry during both routine practice and emergency/disaster scenarios. In particular, ethical decisions in the setting of limited resources (labor, materials, and funding) will be discussed.
Prerequisite: Senior standing, MHSM 3310.

Public and Community Health Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course introduces the basic principles of public health, including epidemiology, wellness promotion, vaccination programs, community health education programs, and funding resources.
Prerequisite: Senior standing.

Project Management for Healthcare
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides a foundation in project management leaning toward health care organizations through explorations of the history of the discipline, as well as a discussion of the contemporary frameworks used by organizations today. It will discuss the framework in carrying out projects related to health care, ways to organize set of detailed work efforts that are planned, progressively elaborated towards developing a new product or service, improving or modifying existing goods, services, and procedures. The course will cover ways to bring together skilled resources to create something new or different using effective management processes. It will emphasize the application of knowledge, skills, tools and techniques to project activities to meet the project requirements, how a project manager identifies project requirements, address the various needs, concerns and expectations of the stakeholders as the project is planned and carried out, and also to balance the competing project constraints in terms of project scope, quality, schedule, budget, resources and risk.
Prerequisite: None.

Music (MUSI)

Sight Singing and Ear Training I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course involves singing tonal music in treble, bass, alto, and tenor clefs. Aural study, including dictation, rhythm, melody, and diatonic harmony is also covered. Corequisite: MUSI 1211.
Prerequisite: Eligible for ENGL 1301.

Sight Singing and Ear Training II
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course is an extension of the tonal music and aural studies employed in Sight Singing and Ear Training I. Corequisite: MUSI 1212.
Prerequisite: MUSI 1116.

Piano Class I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course provides instruction in the fundamentals of keyboard technique for beginning piano students. No prior instrument skills are required.
Prerequisite: None.

Piano Class II
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This applied music course continues exploring the fundamental techniques of playing the piano.
Prerequisite: MUSI 1181.

Voice Class I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course offers class instruction in the fundamentals of singing including breathing, tone production, and diction. It is designed for students with little or no previous vocal training.
Prerequisite: None.

Voice Class II
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This applied music course explores the fundamental techniques of playing the guitar. No prior skills are required.
Prerequisite: None.

Music Theory I
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course involves the analysis and writing of tonal melody and diatonic harmony up to and including 7th chords. Analysis and writing of small compositional forms and correlated study at the keyboard is also included. Corequisite: MUSI 1116.
Prerequisite: Eligible for ENGL 1301.

Music Theory II
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course is an extension of the analysis and writing of tonal melody and diatonic harmony employed in Music Theory I. Corequisite: MUSI 1117.
Prerequisite: MUSI 1211.
#MUSI 1303
Fundamentals of Music
CRT HRS: 3  LEC HRS: 3  LAB HRS: 0  OTH HRS: 0
This course is an introduction to the basic elements of music theory for non-music majors; scales, intervals, keys, triads, elementary ear training, keyboard harmony, notation, meter, and rhythm. (Does not apply to a music major degree.) Prerequisite: Eligible for ENGL 1301.

#MUSI 1306
Music Appreciation
CRT HRS: 3  LEC HRS: 3  LAB HRS: 0  OTH HRS: 0
This course introduces the student to the elements, forms, and stylistic eras in music through the study of cultural periods, major composers, and music elements. Prerequisite: Eligible for ENGL 1301.

#MUSI 1307
Music Literature
CRT HRS: 3  LEC HRS: 3  LAB HRS: 0  OTH HRS: 0
This course is a survey of the principal musical forms and cultural periods as illustrated in the literature of major composers. Prerequisite: Eligible for ENGL 1301.

#MUSI 1310
American Music
CRT HRS: 3  LEC HRS: 3  LAB HRS: 0  OTH HRS: 0
This course is a general survey of various styles of music in America. Topics may include jazz, ragtime, folk, rock, and contemporary art music. Prerequisite: Eligible for ENGL 1301.

#MUSI 2116
Sight Singing and Ear Training III
CRT HRS: 1  LEC HRS: 0  LAB HRS: 3  OTH HRS: 0
This course involves singing more difficult tonal music including modal, ethnic, and 20th century materials. Aural study, including dictation of more complex rhythm, melody, chromatic harmony, and extended tertian structures is also covered. Corequisite: MUSI 2211. Prerequisite: MUSI 1117.

#MUSI 2117
Sight Singing and Ear Training IV
CRT HRS: 1  LEC HRS: 0  LAB HRS: 3  OTH HRS: 0
This course is an extension of the more advanced tonal music and aural studies employed in Sight Singing and Ear Training III. Corequisite: MUSI 2212. Prerequisite: MUSI 2116.

#MUSI 2181
Piano Class III
CRT HRS: 1  LEC HRS: 0  LAB HRS: 3  OTH HRS: 0
This course continues to build more advanced keyboard techniques for piano students. Prerequisite: MUSI 1182.

#MUSI 2182
Piano Class IV
CRT HRS: 1  LEC HRS: 0  LAB HRS: 3  OTH HRS: 0
This course builds upon the keyboard techniques learned in the first three semesters of piano class. Prerequisite: MUSI 2181.

#MUSI 2211
Music Theory III
CRT HRS: 2  LEC HRS: 2  LAB HRS: 0  OTH HRS: 0
This course contains advanced harmony part writing and keyboard analysis and writing of more advanced tonal harmony, including chromatics and extended tertian structures. It includes an introduction to 20th century compositional procedures, survey of the traditional large forms of compositional and correlated study at the keyboard. Corequisite: MUSI 2116. Prerequisite: MUSI 1212.

#MUSI 2212
Music Theory IV
CRT HRS: 2  LEC HRS: 2  LAB HRS: 0  OTH HRS: 0
This course is an extension of the study of advanced harmony and compositional procedures employed in Music Theory III. Corequisite: MUSI 2117. Prerequisite: MUSI 2211.

Music Ensemble (MUEN)

#MUEN 1121
Band Ensemble
CRT HRS: 1  LEC HRS: 1  LAB HRS: 0  OTH HRS: 0
This is an instrumental music course open to all who play an appropriate instrument. This course may be repeated for a maximum of four credit hours. Prerequisite: None.

#MUEN 1122
Brass Ensemble
CRT HRS: 1  LEC HRS: 1  LAB HRS: 0  OTH HRS: 0
This is an instrumental music course open to all who play an appropriate instrument. This course may be repeated for a maximum of four credit hours. Prerequisite: None.

#MUEN 1131
Mariachi Ensemble
CRT HRS: 1  LEC HRS: 1  LAB HRS: 0  OTH HRS: 0
This course is open to anyone who can sing and/or play an instrument traditionally used in a Mariachi ensemble. Performances on and off campus are a part of this course. This course may be repeated for a maximum of four credit hours. Prerequisite: None.

#MUEN 1132
Jazz Ensemble
CRT HRS: 1  LEC HRS: 1  LAB HRS: 0  OTH HRS: 0
Jazz Ensemble is an instrumental music course open to all students who play an appropriate instrument and who qualify after a simple audition. This course may be repeated for a maximum of four credit hours. Prerequisite: None.

#MUEN 1133
Guitar Ensemble
CRT HRS: 1  LEC HRS: 1  LAB HRS: 0  OTH HRS: 0
Guitar Ensemble is a high-level performing ensemble open to all students who qualify after a simple audition. This course may be repeated for a maximum of four credit hours. Prerequisite: None.

#MUEN 1134
String Ensemble
CRT HRS: 1  LEC HRS: 1  LAB HRS: 0  OTH HRS: 0
String Ensemble is an instrumental music course open to all students who play an appropriate instrument and who qualify after a simple audition. This course may be repeated for a maximum of four credit hours. Prerequisite: None.

#MUEN 1135
Percussion Ensemble
CRT HRS: 1  LEC HRS: 1  LAB HRS: 0  OTH HRS: 0
This is an instrumental music course open to all who play an appropriate instrument. This course may be repeated for a maximum of four credit hours. Prerequisite: None.
#MUEN 1136
Woodwind Ensemble
CRT HRS:1  LEC HRS:1  LAB HRS:1  OTH HRS:0
This course is a study of the concepts and
principles necessary to perform basic nursing
skills for the adult patient and to demonstrate
competence in the performance of nursing
procedures. Topics that will be
covered include knowledge, judgment, skills
and professional values within a legal/ethical
framework. This course lends itself to a
blocked approach.
Prerequisite: TSI score of 19 and approval of the ADN faculty only.

RNSG 1140
Professional Nursing Skills for Articulating Students
CRT HRS:1  LEC HRS:0  LAB HRS:0
This course is a health-related work-based
learning experience that enables the student to apply
specialized occupational theory, skills, and
concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Completion of NURA 1401, NURA 1160 and a current registration with Texas Department of Aging In good standing (current CNA); and concurrent enrollment in NUPC 1320.

Nursing (RNSG)

RNSG 1141
Choir Ensemble
CRT HRS:1  LEC HRS:1  LAB HRS:1  OTH HRS:0
This course lends itself to a blocked or integrated approach.
Prerequisite: BIOI 2401 and BIOI 2402, or administrative approval.

RNSG 1142
Choir Ensemble
CRT HRS:1  LEC HRS:1  LAB HRS:1  OTH HRS:0
This course is a study of the concepts and
principles necessary to perform intermediate or advanced nursing skills for the adult patient; and demonstrate competence in the performance of nursing procedures. Topics that will be covered include knowledge, judgment, skills and professional values within a legal/ethical framework. This course lends itself to a blocked approach.
Prerequisite: RNSG 1513, RNSG 1205, RNSG 1262, RNSG 1300, or administrative approval.

RNSG 1162
Transition Clinical
CRT HRS:1  LEC HRS:0  LAB HRS:0
This course is a study of the concepts and
principles essential to perform basic nursing skills for the adult patient and to demonstrate competence in the performance of nursing procedures. Topics that will be covered include knowledge, judgment, skills and professional values within a legal/ethical framework. This course lends itself to a blocked approach.
Prerequisite: Admission to the Professional Nursing Program or administrative approval.

RNSG 1205
Nursing Skills I
CRT HRS:2  LEC HRS:2  LAB HRS:4  OTH HRS:0
This course is a study of the concepts and
principles essential to perform basic nursing skills for the adult patient and to demonstrate competence in the performance of nursing procedures. Topics that will be covered include knowledge, judgment, skills and professional values within a legal/ethical framework. This course lends itself to a blocked approach.
Prerequisite: Admission to the Professional Nursing Program or administrative approval.

RNSG 1209
Introduction to Nursing
CRT HRS:2  LEC HRS:2  LAB HRS:0
This course offers an overview of nursing and the role of the professional nurse as a provider of patient-centered care, patient safety advocate, coordinator of care, member of the health care team, and member of the profession. Topics include knowledge, judgment, skills and professional values within a legal/ethical framework. This course lends itself to a blocked approach.
Prerequisite: TSI complete and an ACT composite score of 19 and approval of the ADN faculty only.
Clinical I
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:8
This course is a health-related work-based learning experience that enables the student to apply a specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Admission to ADN Program and RNSG 1209.

RNSG 1300 Health Assessment Across the Lifespan
CRT HRS:3 LEC HRS:0 LAB HRS:0 OTH HRS:0
This course covers development of skills and techniques required for a comprehensive nursing health assessment of patients across the lifespan. Includes assessment of patients' health promotion and maintenance, illness and injury prevention and rehabilitation, and application of the nursing process within a legal/ethical framework. This course lends itself to either a blocked or integrated approach. Prerequisite: TSI Complete, HESI A2 complete with required score; or administrative approval.

RNSG 1341 Common Concepts of Adult Health
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the basic integration of the role of the professional nurse as a provider of patient-centered care, patient safety advocate, member of the health care team, and member of the profession. Students will study the general principles of caring for selected adult patients and families in structured settings with common medical-surgical health care needs related to each body system. Emphasis will be on knowledge, judgment, skills, and professional values within a legal/ethical framework. This course lends itself to a blocked approach. Prerequisite: RNSG 1300, RNSG 1513, RNSG 1262, RNSG 1205 or administrative approval.

RNSG 1343 Complex Concepts of Adult Health
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers integration of previous knowledge and skills related to common adult health needs into the continued development of the professional nurse as a provider of patient-centered care, patient safety advocate, member of health care team, and member of the profession in the care of adult patients and families with complex medical-surgical health care needs associated with body systems. Emphasis on complex knowledge, judgments, skills, and professional values within a legal/ethical framework. This course lends itself to a blocked approach. Prerequisite: RNSG 1144, RNSG 1341, RNSG 2161, PSYC 2301, RNSG 1417, RNSG 1140, RNSG 1162, RNSG 2213 and RNSG 2162; or administrative approval.

RNSG 1412 Nursing Care of the Childbearing and Childrearing Family
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
Concepts and principles of professional nursing related to the provision of nursing care for childbearing and childrearing families. Application of a systematic problem-solving process and critical thinking skills, including a focus on the childbearing family during preconception, prenatal, antepartum, neonatal, and postpartum periods and the childrearing family from birth to adolescence. It includes competency in knowledge, judgment, skill, and professional values within a legal/ethical framework is examined. Clinical co-requisite recommended. Prerequisite: Admission to the ADN program or administrative approval.

RNSG 1417 Concepts of Professional Nursing Practice I for Articulating Students
CRT HRS:4 LEC HRS:4 LAB HRS:1 OTH HRS:0
This course provides the articulating student the opportunity to examine the role of the professional nurse; make application of a systematic problem solving process and critical thinking skills which includes a focus on the adult population in selected settings; and competency in knowledge, judgment, nursing skills, and professional values within a legal/ethical framework. This course lends itself to either a blocked or integrated approach. Prerequisite: Admission to the Associate Degree Nursing Paramedic to RN Option Track with a non-encumbered paramedic license; Administrative approval.

RNSG 1513 Foundations for Nursing Practice
CRT HRS:5 LEC HRS:5 LAB HRS:0 OTH HRS:0
This course provides an introduction to the role of the professional nurse as a provider of patient-centered care, coordinator of care, patient safety advocate, member of the health care team, and member of the profession. Topics include but are not limited to the fundamental concepts of nursing practice, history of professional nursing, a systematic framework for decision making and critical thinking, mechanisms of disease, the needs and problems that nurses help patients manage, and basic psychomotor skills. Emphasis is placed on knowledge, judgment, skills, and professional values within a legal/ethical framework. This course lends itself to a blocked approach. Prerequisite: Admission to the ADN program and RNSG 1209.

RNSG 2161 Clinical - Medical/Surgical
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Prerequisite: Admission to the ADN program; RNSG 1300, RNSG 1513, RNSG 1262, RNSG 1205 or administrative approval.

RNSG 2162 Clinical - Mental Health
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Prerequisite: Admission to the ADN program; BIOL 2401, RNSG 1513, RNSG 1262, RNSG 1205 or Administrative approval.

RNSG 2163 Clinical IV
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Prerequisite: RNSG 2260.

RNSG 2213 Mental Health Nursing
CRT HRS:2 LEC HRS:2 LAB HRS:1 OTH HRS:0
This course will cover the principles and concepts of mental health, psychopathology, and treatment modalities related to the nursing care of clients and their families. This course lends itself to a blocked approach. Prerequisite: BIOL 2401, RNSG 1513, RNSG 1262, RNSG 1205, or administrative approval.
RNSG 2221  
**Professional Nursing: Leadership and Management**  
**CRT HRS:**2  **LEC HRS:**2  **LAB HRS:**0  **OTH HRS:**0  
This course is an exploration of leadership and management principles applicable to the role of the professional nurse as a provider of care, coordinator of care, and member of the profession. It will include application of knowledge, judgment, skills, and professional values within a legal/ethical framework. This course lends itself to a blocked approach.  
**Prerequisite:** RNSG 2260 or administrative approval.

RNSG 2260  
**Clinical - Pediatrics/ Maternal/Infant**  
**CRT HRS:**2  **LEC HRS:**0  **LAB HRS:**0  **OTH HRS:**8  
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.  
**Prerequisite:** Admission to the ADN program; BIOL 2402, RNSG 2213, RNSG 1341, RNSG 2162, RNSG 2161, RNSG 1144 or administrative approval.

RNSG 2331  
**Advanced Concepts of Adult Health**  
**CRT HRS:**3  **LEC HRS:**3  **LAB HRS:**0  **OTH HRS:**9  
This course includes the application of advanced concepts and skills for the development of the professional nurse's role in complex nursing situations with adult patients and families with complex health needs that involve multiple body systems alterations in intermediate and critical care settings. Emphasis will be placed on advanced knowledge, judgment, skills and professional values within a legal/ethical framework. This course lends itself to a blocked approach.  
**Prerequisite:** RNSG 2260 or administrative approval.

RNSG 2361  
**Clinical - Complex Medical Surgical**  
**CRT HRS:**3  **LEC HRS:**0  **LAB HRS:**0  **OTH HRS:**9  
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.  
**Prerequisite:** RNSG 1144, RNSG 1341, RNSG 2161, PSYC 2301, RNSG 1417, RNSG 1140, RNSG 1162, RNSG 2213 and RNSG 2162; or administrative approval.

RNSG 2363  
**Clinical V**  
**CRT HRS:**3  **LEC HRS:**0  **LAB HRS:**0  **OTH HRS:**10  
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.  
**Prerequisite:** RNSG 1412, RNSG 2361, RNSG 1343 and RNSG 2260.

**Nursing Assistant (NURA)**

**NURA 1160**  
**Clinical I**  
**CRT HRS:**1  **LEC HRS:**0  **LAB HRS:**0  **OTH HRS:**6  
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.  
**Prerequisite:** Concurrent enrollment in NURA 1401 and permission from the department.

**NURA 1401**  
**Nurse Aide for Health Care**  
**CRT HRS:**4  **LEC HRS:**3  **LAB HRS:**4  **OTH HRS:**0  
This course is designed to prepare entry level nursing assistants to achieve a level of knowledge, skills, and abilities essential to provide basic care to residents of long-term care facilities. Topics include resident's rights, communication, safety, observation, reporting and assisting residents in maintaining basic comfort and safety. Emphasis is placed on effective interaction with members of the health care team.  
**Prerequisite:** Concurrent enrollment in NURA 1160.

**NURA 1407**  
**Body Systems**  
**CRT HRS:**4  **LEC HRS:**3  **LAB HRS:**2  **OTH HRS:**0  
This course is a basic study of the structures and functions of the human body.  
**Prerequisite:** None.

**Occ. Safety/Health Tec (OSHT)**

**OSHT 1313**  
**Accident Prevention, Inspection and Investigation**  
**CRT HRS:**3  **LEC HRS:**2  **LAB HRS:**4  **OTH HRS:**0  
This course provides a basis for understanding the nature of occupational hazard recognition, accident prevention, loss reduction, inspection techniques, and accident investigation analysis. The student will be required to describe the components of an effective accident investigation; analyze factors which contributed to accidents; recommend appropriate changes to prevent further accidents; and explain the components of an effective safety inspection and make appropriate recommendations to correct hazards identified by the inspection.  
**Prerequisite:** CNBT 1342, CNBT 2344.

**Occupational Thympy Asst (OTHA)**

**OTHA 1253**  
**Occupational Performance for Elders**  
**CRT HRS:**2  **LEC HRS:**1  **LAB HRS:**4  **OTH HRS:**0  
This course covers occupational performance of elders. It includes frames of reference, assessment/evaluation tools and techniques, and intervention strategies specific to this population.  
**Prerequisite:** Completion of previous semester courses with a grade of "C" or better.

**OTHA 1305**  
**Principles of Occupational Therapy**  
**CRT HRS:**3  **LEC HRS:**2  **LAB HRS:**4  **OTH HRS:**0  
This course is an introduction of occupational therapy including the historical development and philosophy. Emphasis is placed on the roles of the occupational therapy assistant. Topics include occupation in daily life, education and functions, occupational therapy personnel, current health care environment, and moral, legal and ethical issues.  
**Prerequisite:** Completion of and/or concurrent enrollment in all other OTA pre-requisite coursework and permission from the department.

**OTHA 1341**  
**Occupational Performance from Birth to Adolescence**  
**CRT HRS:**3  **LEC HRS:**2  **LAB HRS:**4  **OTH HRS:**0  
This course covers occupational performance of newborns through adolescents. It includes frames of reference, assessment/evaluation tools and techniques, and intervention strategies specific to this population.  
**Prerequisite:** Acceptance to the Occupational Therapy Assistant Program.
OTHA 1349
Occupational Performance of Adulthood
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a study of occupational performance of adults. It includes frames of reference, assessment/evaluation tools and techniques, and intervention strategies specific to this population. Prerequisite: Completion of previous semester courses with a grade of "C" or better.

OTHA 1409
Human Structure and Function in Occupational Therapy
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a study of the biomechanics of human motion. Emphasis is placed on the musculoskeletal system including skeletal structure, muscles and nerves, and biomechanical assessment procedures. Prerequisite: Acceptance to the Occupational Therapy Assistant Program.

OTHA 1415
Therapeutic Use of Occupations or Activities I
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course covers various occupations or activities used as therapeutic interventions in occupational therapy. Emphasis is placed on awareness of activity demands, contexts, adapting, grading, and safe implementation of occupations or activities. Prerequisite: Acceptance to the Occupational Therapy Assistant Program.

OTHA 1419
Therapeutic Interventions I
CRT HRS:4 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course offers instruction in concepts, techniques, and assessments leading to proficiency in skills and activities used as treatment interventions in occupational therapy (OT). Special emphasis is placed on the Occupational Therapy Assistant's role in the OT process. Prerequisite: Completion of previous semester courses with a grade of "C" or better.

OTHA 2160
Clinical -Occupational Therapy Assistant
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:3
This course is health related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. This course is a method of instruction providing training and supervised beginning /developing work-based experience and direct patient care at a clinical site. Specific detailed learning objectives are developed by the faculty. Prerequisite: Completion of previous semester courses with a "C" or better and permission from the department.

OTHA 2201
Pathophysiology in Occupational Therapy
CRT HRS:2 LEC HRS:1 LAB HRS:3 OTH HRS:0
This course is a study of the pathology and general health management of diseases and injuries across the life span encountered in occupational therapy treatment settings. Topics will include etiology, symptoms, and the client's physical and psychological reactions to disease and injury. Prerequisite: Completion of previous semester courses with a grade of "C" or better.

OTHA 2209
Mental Health In Occupational Therapy
CRT HRS:2 LEC HRS:1 LAB HRS:4 OTH HRS:0
This course is a study of the promotion of mental health through occupational therapy. Emphasis is placed on theory and intervention strategies to enhance occupational performance. Prerequisite: Completion of previous semester courses with a grade of "C" or better.

OTHA 2330
Workplace Skills for the OTA
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This seminar based course is designed to complement Level II fieldwork by creating a discussion forum addressing events, skills, knowledge, and/or behaviors related to the practice environment. It will include application of didactic coursework to the clinic and test-taking strategies for certification exams. Prerequisite: Completion of all coursework within the program with a grade of "C" or better.

OTHA 2335
Health Care Management in Occupational Therapy
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course explores the roles of the occupational therapy assistant in health care delivery. Emphasis is placed on documentation, reimbursement, credentialing, occupational therapy standards and ethics, health care team role delineation, and management. Prerequisite: Completion of previous semester courses with a grade of "C" or better.

OTHA 2366
CAPSTONE: Practicum-OTA (A)
CRT HRS:3 LEC HRS:0 LAB HRS:0 OTH HRS:21
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college and the student. This course is an advanced Level II Fieldwork experience that offers intensive training and experience at the workplace leading to entry-level skills. The emphasis is on practical work experience for which the student has already acquired the theoretical knowledge and basic skills in the classroom setting. The clinical educator provides direct supervision and learning objectives are established in collaboration with College faculty. Prerequisite: Completion of all OTHA courses from the previous semester with a grade of "C" or better and permission from the department.

OTHA 2367
CAPSTONE: Practicum-OTA (B)
CRT HRS:3 LEC HRS:0 LAB HRS:0 OTH HRS:21
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college and the student. This course is an advanced Level II Fieldwork experience that offers intensive training and experience at the workplace leading to entry-level skills. The emphasis is on practical work experience for which the student has already acquired the theoretical knowledge and basic skills in the classroom setting. The clinical educator provides direct supervision and learning objectives are established in collaboration with College Faculty. Prerequisite: Completion of all OTHA courses from the previous semester with a grade of "C" or better and permission from the department.

OTHA 2405
Therapeutic Interventions II
CRT HRS:4 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a continuation of Therapeutic Interventions I with an emphasis on current rehabilitative interventions. Students will practice clinical interventions necessary for entry-level practice as per the ACOTE Standards. Prerequisite: Completion of previous semester courses with a grade of "C" or better.
Org. Leadership (ORGL)

ORGL 3311
Issues in Organizational Leadership
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This competency module is an overview of issues facing organizational leaders. The module will discuss aspects of leadership as they pertain to internal and external elements facing leaders. Internal elements such as organizational change and organizational development and external elements such as dealing with external stakeholders, the global environment, and competitors will be covered as well. Students will utilize the knowledge gained in the course to develop a personal leadership theory.
Prerequisite: Core Curriculum complete and Junior Standing.

ORGL 3321
Data Driven Decision-Making I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This competency module is a survey of important and commonly used quantifiable concepts and methods. The module content is of an interdisciplinary nature; it reviews basic measurable concepts and quantitative methodologies in statistics, economics, accounting, and finance. The purpose of the module is to provide the student understanding of concepts, their measurability, and the analytical meaning of the quantitative data.
Prerequisite: Core Curriculum complete and Junior Standing.

ORGL 3322
Behavior/Ethics/Leadership I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This competency module is an examination of ethics in the workplace and the role of organizational leaders in fostering ethical behavior. Case studies, discussion, self-assessment exercises and reading assignments explore the basic frameworks of ethical dealings and moral leadership. Students will demonstrate a competency in critical thinking skills to both identify and remedy ethical issues typically encountered in organizational settings and interactions.
Prerequisite: Junior Standing and ORGL 3311.

ORGL 3331
Data Driven Decision-Making II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This competency module is a continuation of Data Driven Decision-Making I. Material for this module will emphasize applied aspects of knowledge accumulated in the first module. Students will utilize this knowledge to practice aspects of research, data analysis, and decision-making.
Prerequisite: Junior Standing and ORGL 3321.

ORGL 3332
Behavior/Ethics/Leadership II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This competency module is an examination of behavior and leadership in the workplace and the role of organizational leaders in fostering behaviors within organizations. Case studies, discussion, self-assessment exercises and reading assignments explore the basic frameworks of organizational and leadership behaviors. Students will demonstrate a competency in developing strategies for driving behavior within organizations that align with organizational goals and objectives.
Prerequisite: Junior Standing and ORGL 3322.

ORGL 4341
Management Theory I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This competency module focuses on the principles and practice of management in an organizational setting. The learner demonstrates knowledge of the functions of management, the skill to analyze organizational processes and the ability to apply management theory to workplace situations. The learner can characterize organizations by their purpose, structure and activities. The learner can recognize, describe and apply common methods of operations and project management.
Prerequisite: Senior Standing and ORGL 3322.

ORGL 4342
Organizational Change
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
In this competency module students will analyze the nature and dynamics of organizational change and the roles that individuals, technologies, and circumstances/forces play in organizational change, including being able to determine the level at which organizational change should take place.
Prerequisite: Senior Standing and ORGL 4341.

ORGL 4351
Management Theory II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This competency module is a continuation of Management Theory I. Material for this module will emphasize applied aspects of knowledge accumulated in the first module. This module also introduces aspects of managing operations. Students will utilize this knowledge to demonstrate leadership competence in areas related to managing aspects of organizational operations.
Prerequisite: Senior Standing and ORGL 4341.

ORGL 4352
Capstone I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This competency module showcases the student's professionalism. The work implies the construction of a professional profile drawing upon the compilation of student academic performance, teamwork experience, and workplace experience. Students work on a real project management case and on constructing their professional profile that culminates in a public presentation. A main factor in evaluating student performance is the input from local and global organizations and faculty.
Prerequisite: Senior Standing and ORGL 3331 and ORGL 3332.

ORGL 4361
Capstone II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This competency module is a continuation of Capstone I. Material for this module will emphasize applied aspects of knowledge accumulated in the first module. Students will collect and document all evidence of competence and professionalism throughout the degree plan in their e-portfolio. The e-portfolio will contribute to the student's grade in Capstone II.
Prerequisite: Senior Standing and ORGL 4351, ORGL 4352 and ORGL 4342.

Pharmacy Technician (PHRA)

PHRA 1202
Pharmacy Law
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course is a survey of federal and state laws governing the practice of pharmacy. The legal and ethical constraints governing pharmacy technicians and pharmacists' responsibilities in practice settings will be described.
Prerequisite: Admission to the Pharmacy Technology Program.
PHRA 1243
Capstone: Pharmacy Technician Certification Review
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This is an overview of major topics covered on the National Pharmacy Technician Certification Examination. 
Prerequisite: Completion of the previous semester courses with a “C” or better.

PHRA 1268
CAPSTONE: Practicum
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:20
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. 
Prerequisite: Completion of the previous semester courses with a grade of “C” or better and permission from the department.

PHRA 1301
Introduction to Pharmacy
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an overview of the qualifications, operational guidelines, and job duties of a pharmacy technician. Topics include definitions of a pharmacy environment, the profile of a pharmacy technician, legal and ethical guidelines, job skills and duties, verbal and written communication skills, professional resources, safety techniques, and supply and inventory techniques. 
Prerequisite: None.

PHRA 1305
Drug Classification
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introduction to the study of disease processes, pharmaceutical drugs, abbreviations, classifications, dosages, actions in the body, and routes of administration. 
Prerequisite: Admission to the Pharmacy Technology Program.

PHRA 1306
Computerized Drug Delivery Systems
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course covers the fundamentals of pharmacy computer information systems and technology within the health care system. Includes specialized skills in the production of pharmaceutical documentation using selected pharmacy software packages and an overview of equipment and devices for drug distribution, and preparation, 
Prerequisites: Admission to the Pharmacy Technology Program.

PHRA 1309
Pharmaceutical Mathematics I
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course covers pharmaceutical mathematics including reading, interpreting, and solving calculation problems encountered in the preparation and distribution of drugs, conversion of measurement within the apothecary, avoirdupois, and metric system with emphasis on the metric system of weight and volume. Topics will include ratio and proportion, percentage, dilution and concentration, millequivalent, units, intravenous flow rates, and solving dosage problems. 
Prerequisite: None.

PHRA 1315
Pharmacy Terminology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of origins and structure through the introduction of prefixes, suffixes and root words as it relates to a pharmaceutical setting. It focuses on translation and recognition of commonly used pharmacy abbreviations. 
Prerequisite: Admission to the Pharmacy Technology Program.

PHRA 1347
Pharmaceutical Mathematics II
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course will cover solving basic math problems and demonstrating conversion between various systems of measurement; perform advanced dosage calculations including alligations, body surface area, formula enlargement/reduction, and IV flow rate calculations. 
Prerequisite: Admission to the Pharmacy Technology Program.

PHRA 1404
Pharmacotherapy and Disease Process
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This course is the study of disease state and the therapeutic properties of the drugs used in pharmaceutical therapy. 
Prerequisite: Completion of the previous semester courses with a “C” or better.

PHRA 1413
Community Pharmacy Practice
CRT HRS:4 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an introduction to the skills necessary to process, prepare, label, and maintain records of physicians’ medication orders and prescriptions in a community pharmacy. It is designed to train individuals in supply, inventory, and data entry. Topics include customer service, count and pour techniques, prescription calculations, drug selection and preparation, over-the-counter drugs, inventory management, record keeping, stock level adjustment, data input, editing, and legal parameters. 
Prerequisite: Completion of previous semester courses with a grade of “C” or better.

PHRA 1441
Pharmacy Drug Therapy and Treatment
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This is a study of therapeutic agents, their classifications, properties, actions, and effects on the human body and their role in the management of disease. It provides detailed information regarding drug dosages, side effects, interactions, toxicities, and incompatibilities. 
Prerequisite: Completion of the previous semester courses with “C” or better.

PHRA 1445
Compounding Sterile Preparations
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course covers the process of compounding sterile preparations and aseptic technique within legal and regulatory guidelines specified by USP <797> standards. 
Prerequisites: Completion of previous semester courses with a grade of “C” or better.

PHRA 1449
Institutional Pharmacy Practice
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This is an exploration of the fundamentals of the diverse roles and practice of pharmacy technicians in an institutional pharmacy with emphasis on daily pharmacy operation. Topics include in-depth coverage of hospital pharmacy organization, work flow and personnel, medical and pharmaceutical terminology, safety techniques, data entry, packaging and labeling operations, pharmaceutical compounding, inpatient drug distribution system, unit dose chart fills, continuous quality assurance, drug storage, and inventory control. 
Prerequisite: Completion of the previous semester with a “C” or better.
Philosophy (PHIL)

**PHIL 1301**
Introduction to Philosophy
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This is a study of major issues in philosophy and/or the work of major philosophical figures in philosophy. Topics in philosophy may include theories of reality, theories of knowledge, theories of value, and their practical applications.
Prerequisite: Eligible for ENGL 1301.

**PHIL 1304**
Introduction to World Religions
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a comparative study of world religions, including but not limited to Hinduism, Buddhism, Judaism, Christianity, and Islam.
Prerequisite: Eligible for ENGL 1301.

**PHIL 2303**
Introduction to Logic
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
The purpose of this course is to introduce the student to symbolic logic, including syllogisms, propositional and predicate logic, and logical proofs in a system of rules.
Prerequisite: Eligible for ENGL 1301.

**PHIL 2306**
Introduction to Ethics
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a systematic evaluation of the nature of God, the relationships between faith and reason, and the problem of evil.
Prerequisite: Eligible for ENGL 1301.

**PHIL 2307**
Introduction to Social and Political Philosophy
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a study of major issues in social and political theory and/or the work of major philosophical figures in this area.
Prerequisite: Eligible for ENGL 1301.

**PHIL 2316**
Classical Philosophy
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a study of major philosophers and philosophical systems from the ancient through medieval periods.
Prerequisite: Eligible for ENGL 1301.

**PHIL 2321**
Philosophy of Religion
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a study of the major issues in the philosophy of religion such as the existence and nature of God, the relationships between faith and reason, the nature of religious language, religious experience, and the problem of evil.
Prerequisite: Eligible for ENGL 1301.

**PHIL 2389**
Academic Cooperative: Philosophy Capstone
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course serves as an instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of philosophy. A study of topics and texts in philosophy that prepares the student for studies beyond the associate’s degree level.
Prerequisite: 9 credit hours earned in Philosophy, or permission of the Department Chair.

Phlebotomy (PLAB)

**PLAB 1223**
Phlebotomy for Medical Assistants
CRT HRS:2  LEC HRS:1  LAB HRS:3  OTH HRS:0
This course provides instruction in the development of skills in the performance of a variety of blood collection methods using proper techniques and universal precautions. Skills and techniques include vacuum collection devices, syringes, capillary skin puncture, butterfly needles and blood culture, and specimen collection on adults, children, and infants. The emphasis is placed on infection prevention, proper patient identification, labeling of specimens and quality assurance, specimen handling, processing, and accessioning. Topics include professionalism, ethics, and medical terminology.
Prerequisite: Completion of the previous semester courses with a grade of "C" or better and Program Chair approval.

**PLAB 1323**
Phlebotomy
CRT HRS:3  LEC HRS:2  LAB HRS:2  OTH HRS:0
This course provides instruction in the development of skills in the performance of a variety of blood collection methods using proper techniques and universal precautions. Skills and techniques include vacuum collection devices, syringes, capillary skin puncture, butterfly needles and blood culture, and specimen collection on adults, children, and infants. The emphasis is placed on infection prevention, proper patient identification, labeling of specimens and quality assurance, specimen handling, processing, and accessioning. Topics include professionalism, ethics, and medical terminology.
Prerequisite: Completion of NURA 1401, NURA 1160 and a current registration with Texas Department of Aging In good standing (current CNA); and concurrent enrollment in NUPC 1360 and NUPC 1320.

Physical Therapy Asst (PTHA)

**PTHA 1266**
Practicum I
CRT HRS:2  LEC HRS:0  LAB HRS:0  OTH HRS:14
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. This course is a basic type of health professions work-based instruction that helps students gain practical experience in physical therapy, enhance skills and integrate knowledge. The emphasis is on practical work experience in acute or outpatient settings for which the student has already acquired the necessary theoretical knowledge and skills in basic patient care and physical agents. Direct supervision is provided by the clinical instructor. A health practicum is an unpaid learning experience.
Prerequisite: Completion of previous semester courses with a grade of "C" or better.

**PTHA 1321**
Pathophysiology for the PTA
CRT HRS:3  LEC HRS:2  LAB HRS:2  OTH HRS:0
This course is a study of the pathogenesis, prognosis, and therapeutic management of diseases/conditions commonly encountered in physical therapy.
Prerequisite: Completion of previous semester courses with a "C" or better.
PTHA 1405
Basic Patient Care Skills
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to the theory and application of basic patient handling, communication and functional skills. It includes selected data collection techniques.
Prerequisite: Acceptance to PTA Program.

PTHA 1409
Introduction to Physical Therapy
CRT HRS:4 LEC HRS:3 LAB HRS:2 OTH HRS:0
This course is an introduction to the profession of physical therapy and the role of the physical therapist assistant. It includes the application of basic patient handling, functional skills, communication, and selected data collection techniques.
Prerequisite: Departmental Approval Required.

PTHA 1413
Functional Anatomy
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a study of the musculoskeletal and neuromuscular systems and their relationship to normal and abnormal movement.
Prerequisite: Acceptance to PTA Program.

PTHA 1531
Physical Agents
CRT HRS:5 LEC HRS:3 LAB HRS:6 OTH HRS:0
This course is a study of the biophysical principles, and application of therapeutic physical agents with specific emphasis on indications, contraindications, medical efficacy and physiological effects.
Prerequisite: Completion of previous semester courses with a grade of "C" or better.

PTHA 2201
Essentials of Data Collection
CRT HRS:2 LEC HRS:1 LAB HRS:4 OTH HRS:0
This course is a study of data collection techniques used to prepare the physical therapist assistant to assist physical therapy in patient/client management.
Prerequisite: Acceptance to PTA Program.

PTHA 2205
Neurology
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course is a study of neuroanatomy and neurophysiology as it relates to commonly encountered neurological conditions.
Prerequisite: Completion of previous semester courses with a grade of "C" or better.

PTHA 2266
Practicum II
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:15
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. This course is an advanced type of health professions work-based instruction that helps students gain practical experience in physical therapy, enhance skills and integrate knowledge. The emphasis is on practical work experience in rehabilitation or outpatient settings for which the student has already acquired the necessary theoretical knowledge and basic skills in neurological, sport medicine, geriatric, or pediatric management. Direct supervision is provided by the clinical instructor. A health practicum is an unpaid learning experience.
Prerequisite: Completion of PTHA 2266 with a grade of "C" or better.

PTHA 2339
Management of Neurological Disorders
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This is an advanced course integrating previously learned and new skills/techniques into the comprehensive rehabilitation of selected neurological disorders.
Prerequisite: Completion of previous semester courses with a grade of "C" or better.

PTHA 2341
Rehabilitation Techniques
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This is an advanced course integrating previously learned and new skills/techniques into the comprehensive rehabilitation of selected long-term pathologies/diseases such as musculoskeletal, neuromuscular, cardiopulmonary, and integumentary disorders.
Prerequisite: Completion of previous semester courses with a grade of "C" or better.

PTHA 2509
Therapeutic Exercise
CRT HRS:5 LEC HRS:3 LAB HRS:6 OTH HRS:0
This course will offer critical examination of concepts, principles, and application of techniques related to therapeutic exercise and functional training.
Prerequisite: Completion of previous semester courses with a grade of "C" or better.

Physics (PHYS)

PHYS 1401
College Physics I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers fundamental principles of physics, using algebra and trigonometry; the principles and applications of classical mechanics and thermodynamics, including harmonic motion, mechanical waves and sound, physical systems, Newton’s Laws of Motion and gravitation and other fundamental forces; with emphasis on problem solving. Laboratory activities will reinforce concepts presented in PHYS 1401 lecture.
Prerequisite: TSI complete in Reading and completion of MATH 1414 and MATH 1316 with a "C" or better; or completion of MATH 2412 with a grade of "C" or better; or equivalent.
#PHYS 1402
College Physics II

CRT HRS: 4  LEC HRS: 3  LAB HRS: 3  OTH HRS: 0
This course covers fundamental principles of physics, using algebra and trigonometry; the principles and applications of electricity and magnetism, including circuits, electrostatics, electromagnetism, waves, sound, light, optics, and modern physics topics; with emphasis on problem solving. Laboratory activities will reinforce concepts presented in PHYS 1402 lecture.
Prerequisite: PHYS 1401 with a grade of "C" or better.

#PHYS 1403
Stars and Galaxies

CRT HRS: 4  LEC HRS: 3  LAB HRS: 3  OTH HRS: 0
This course is the study of stars, galaxies, and the universe outside our solar system. This course covers modern astronomical topics including: spectroscopy; telescopes and other astronomical instrumentation; stellar properties, formation and evolution; large scale structure of the universe; and theories on the origin of the universe.
Prerequisite: PHYS 1401.

#PHYS 1404
Solar System

CRT HRS: 4  LEC HRS: 3  LAB HRS: 3  OTH HRS: 0
Study of the sun and its solar system, including its origin. This course covers classical and modern topics including: naked eye observation; classical views of the Solar System; planetary exploration tools (spacecraft and landers); origins of the Solar System; planetary geology; planetary atmospheres; moons; comets; asteroids; meteorites; extra-solar planets; and the search for life beyond the earth and Solar System.
Prerequisite: PHYS 1403.

#PHYS 1415
Physical Science I

CRT HRS: 4  LEC HRS: 3  LAB HRS: 3  OTH HRS: 0
This course, designed for non-science majors, surveys topics from physics, chemistry, geology, astronomy, and meteorology. These topics are covered in two courses; PHYS 1415 will concentrate on surveying astronomy, meteorology and physics.
Prerequisite: TSI complete in Reading and in Math or equivalent.

#PHYS 1417
Physical Science II

CRT HRS: 4  LEC HRS: 3  LAB HRS: 3  OTH HRS: 0
This course, designed for non-science majors, surveys topics from physics, chemistry, geology, astronomy, and meteorology. This course will survey topics in chemistry, geology and physics not discussed in PHYS 1415.
Prerequisite: PHYS 1415 with a grade of "C" or better.

#PHYS 2425
University Physics I

CRT HRS: 4  LEC HRS: 3  LAB HRS: 3  OTH HRS: 0
This course covers fundamental principles of physics, using calculus, for science, computer science, and engineering majors; the principles and applications of classical mechanics, including harmonic motion, physical systems and thermodynamics; and emphasis on problem solving. Basic laboratory experiments supporting theoretical principles presented in PHYS 2425 will be performed. Experimental design, data collection and analysis, and preparation of laboratory reports will be emphasized.
Prerequisite: MATH 2413 with a grade of "C" or better.

#PHYS 2426
University Physics II

CRT HRS: 4  LEC HRS: 3  LAB HRS: 3  OTH HRS: 0
This course covers principles of physics for science, computer science, and engineering majors, using calculus, involving the principles of electricity and magnetism, including circuits, electromagnetism, waves, sound, light, and optics. Laboratory experiments supporting theoretical principles presented in PHYS 2426 will be performed. Experimental design, data collection and analysis, and preparation of laboratory reports will be emphasized.
Prerequisite: PHYS 2425 with a grade of "C" or better.

Psychology (PSYC)

#PSYC 1300
Learning Framework

CRT HRS: 3  LEC HRS: 0  LAB HRS: 0  OTH HRS: 0
This course is a study of the research and theory in the psychology of learning, cognition, and motivation, factors that impact learning, and application of learning strategies. Theoretical models of strategic learning, cognition, and motivation serve as the conceptual basis for the introduction of college-level student academic strategies. Students use assessment instruments (e.g., learning inventories) to help them identify their own strengths and weaknesses as strategic learners. Students are ultimately expected to integrate and apply the learning skills discussed across their own academic programs and become effective and efficient learners. Students developing these skills should be able to continually draw from the theoretical models they have learned.
Prerequisite: None.

#PSYC 2301
General Psychology

CRT HRS: 3  LEC HRS: 0  LAB HRS: 0  OTH HRS: 0
This course is a survey of the major topics in psychology. It introduces the study of behavior and the factors that determine and affect behavior.
Prerequisite: Completion of READ 0100 with a grade of "C" or better or equivalent.

#PSYC 2306
Human Sexuality

CRT HRS: 3  LEC HRS: 0  LAB HRS: 0  OTH HRS: 0
This is a social behavioral science course in which topics will include the genesis of sexuality, psychosexual development, role identity, sexual behavior and physiology.
Prerequisite: Completion of READ 0100 with a grade of "C" or better or equivalent.

#PSYC 2307
Adolescent Psychology I

CRT HRS: 3  LEC HRS: 0  LAB HRS: 0  OTH HRS: 0
This course is a study of the physical, emotional, social and cognitive factors affecting growth and development of adolescents.
Prerequisite: Completion of READ 0100 with a grade of "C" or better or equivalent.

#PSYC 2308
Child Psychology

CRT HRS: 3  LEC HRS: 0  LAB HRS: 0  OTH HRS: 0
This course is a study of physical, cognitive, emotional and social growth from conception through childhood.
Prerequisite: Completion of READ 0100 with a grade of "C" or better or equivalent.
Public Administration (PBAD)

PBAD 1311 Municipal Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the skill development in managing municipal government, coordination of services, organizational structure, and relationships with other local governments. Topics include transportation, public safety, and public utilities.
Prerequisite: Completion of PBAD 1321 with a grade of "C" or better.

PBAD 1321 Public Administration
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introduction to the organization and management of the public sector. Topics include intergovernmental relations, overview of different levels of government program management, and management of non-profit agencies.
Prerequisite: None.

PBAD 1341 Governmental Agencies
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an overview of governmental agencies and their interrelationships; goals and objectives; and organizational structure of each agency. Topics include grants-in-aid, revenue and expenditure patterns, and global influence on governmental agencies.
Prerequisite: Completion of PBAD 1321 with a grade of "C" or better.

PBAD 2301 Public Relations for the Public Sector
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the skill development in dealing with the public and the media for public sector employees, managers, and public relations specialists. Topics include maintaining positive public image, relating organizational policies to the public interest, and conducting public information programs.
Prerequisite: Completion of PBAD 1321 with a grade of "C" or better.

PBAD 2305 Public Sector Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers general principles of public management and strategies of dealing with internal and external systems. Topics include planning, decision-making and leadership models, organizational behavior, and resource management.
Prerequisite: Completion of PBAD 1321 with a grade of "C" or better.

PBAD 2311 Public Sector Supervision
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers skill development in supervisory techniques in public management. Topics include organizational structure, motivation, planning, control, delegation, and leadership. Instructional techniques may include case studies, role playing, and teamwork.
Prerequisite: Completion of PBAD 1321 with a grade of "C" or better.

PBAD 2331 Budgeting in the Public Sector
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the examination of revenue-producing activities and sources of funds; construction and implementation of budgets; and basic terminology concepts, and mechanics as they relate to fiscal factors. Topics include budget cycle, taxation, bonds, indebtedness, and fund accounting.
Prerequisite: Completion of PBAD 1321 with a grade of "C" or better.

PBAD 2335 Ethics in the Public Sector
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the examination of reconciling the practice of public administration with provisions of law. Topics include codes of conduct, financial disclosure, conflict of interest, nepotism, and ethical dilemmas.
Prerequisite: Completion of PBAD 1321 with a grade of "C" or better.

PBAD 2339 Human Resource Management in the Public Sector
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers an examination of human resource management in the public sector with an emphasis on civil service, merit systems, and labor law. Topics include recruiting, selecting, training, compensating, and appraising employees.
Prerequisite: Completion of PBAD 1321 with a grade of "C" or better.
PBAD 2341
Legal Aspects of Public Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of the organizational structure of the judicial systems, conducting legal research, and interpreting legal decisions. Topics include administrative law, contract law, civil procedures, and the regulatory process. Prerequisite: Completion of PBAD 1321 with a grade of "C" or better.

PBAD 2347
Urban Planning
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers an examination of urban and regional planning. Topics include environmental analysis, growth and redevelopment strategies, planning, zoning, and subdividing. Prerequisite: Completion of PBAD 1321 with a grade of "C" or better.

PBAD 2380
Capstone: Co-op in Public Administration
CRT HRS:3 LEC HRS:1 LAB HRS:0 OTH HRS:14
This course covers career-related activities encountered in the student’s area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. Prerequisite: Completion of PBAD 1321 with a grade of "C" or better.

Radiologic Technology (RADR)

RADR 1213
Principles of Radiographic Imaging I
CRT HRS:2 LEC HRS:1 LAB HRS:4 OTH HRS:0
This course is an introduction to radiographic image qualities and the effects of exposure variables upon those qualities. Photographic versus geometric properties, radiographic film types and development, film construction, section and systems of the processor and quality control are also included. Prerequisite: Admission to the Radiologic Technology Program and concurrent enrollment in RADR 1311 and RADR 1360.

RADR 1267
Practicum II
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:16
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. The emphasis is to build upon acquired clinical skills and is simultaneously related to theory in the classroom. Prerequisite: Admission to the Radiologic Technology Program and RADR 12301 and RADR 2205 with a minimum of "C" or better and RADR 1366 with a minimum of "B" or better.

RADR 1309
Introduction to Radiography and Patient Care
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course includes an overview of the historical development of radiography, basic radiation protection, an introduction to medical terminology, ethical and legal issues for health care professionals, and an orientation to the program and to the health care system. Patient assessment, infection control procedures, emergency and safety procedures, communication and patient interaction skills, and basic pharmacology are also included. Prerequisite: Must be ACT complete; preferred ACT of 19 composite; 16 in all sections and Departmental Approval Required.

RADR 1311
Basic Radiographic Procedures
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course includes an introduction to radiographic positioning terminology; the proper manipulation of equipment, positioning and alignment of the anatomical structure and equipment, and evaluation of images for proper demonstration of basic anatomy. Prerequisite: Admission to the Radiologic Technology Program and concurrent enrollment in RADR 1213 and RADR 1360.

RADR 1360
Clinical
CRT HRS:3 LEC HRS:0 LAB HRS:0 OTH HRS:18
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. This course includes basic fundamental clinical instruction performed in the Diagnostic Radiology Department at the clinical education centers, and is simultaneously related to theory presented in the classroom. Prerequisite: Admission to the Radiologic Technology Program and concurrent enrollment in RADR 1213 and RADR 1311.

RADR 1366
Practicum I
CRT HRS:3 LEC HRS:0 LAB HRS:0 OTH HRS:28
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. The emphasis is to build upon acquired clinical skills and is simultaneously related to theory in the classroom. Prerequisite: Admission to the Radiologic Technology Program, RADR 1213 and RADR 1311 with a minimum of "C" or better, RADR 1360 with a minimum of "B" or better, and concurrent enrollment in RADR 2301 and RADR 2205.

RADR 2117
Radiographic Pathology
CRT HRS:1 LEC HRS:1 LAB HRS:1 OTH HRS:0
This course is a presentation of the disease process and common diseases and their appearance on medical images. Special image procedures and modalities used for diagnosis and treatment are also included. Prerequisite: RADR 2431 and RADR 2309 with a minimum of "C" or better, RADR 2366 with a minimum of "B" or better, and concurrent enrollment in RADR 2213 and RADR 2367.

RADR 2166
Capstone: Practicum V
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:10
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. The emphasis is to build upon acquired clinical skills and is simultaneously related to theory in the classroom. Prerequisite: Admission to the Radiologic Technology Program, RADR 2117 and RADR 2213 with a minimum of "C" or better, RADR 2367 with a minimum of "B" or better, and concurrent enrollment in RADR 2235.

RADR 2205
Principles of Radiographic Imaging II
CRT HRS:2 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course covers Radiographic image quality and the effects of exposure variables, and the synthesis of all variables in image production. Prerequisite: RADR 1311 and RADR 1213 with a minimum of "C" or better, RADR 1360 with a minimum of "B" or better, and concurrent enrollment in RADR 2301 and RADR 1366.
RADR 2113
Radiation Biology and Protection
CRT HRS:2 LEC HRS:2 LAB HRS:1 OTH HRS:0
This course is a study of the effects of radiation exposure on biological systems, typical medical exposure levels, methods for measuring and monitoring radiation, and methods for protecting personnel and patients from excessive exposure. Prerequisite: RADR 2309 and RADR 2431 with a minimum of "C" or better, RADR 2366 with a "B" or better, and concurrent enrollment in RADR 2117 and RADR 2367.

RADR 2235
CAPSTONE: Radiologic Technology Seminar
CRT HRS:2 LEC HRS:1 LAB HRS:2 OTH HRS:0
This capstone course focuses on the synthesis of professional knowledge, skills, and attitudes in preparation for professional employment and lifelong learning. Prerequisite: RADR 2117 and RADR 2213 with a minimum of "C" or better, RADR 2367 with a minimum of "B" or better, and concurrent enrollment in RADR 2166.

RADR 2301
Intermediate Radiographic Procedures
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This is a continuation of the study of the proper manipulation of radiographic equipment, positioning and alignment of the anatomical structure and equipment, and evaluation of images for proper demonstration of anatomy. Prerequisite: RADR 1267 and RADR 1311 with a minimum of "C" or better, RADR 1360 with a minimum of "B" or better, and concurrent enrollment in RADR 1366 and RADR 2205.

RADR 2309
Radiographic Imaging Equipment
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is a study of the equipment and physics of x-ray production, basic x-ray circuits, and the relationship of equipment components to the imaging process. Prerequisite: RADR 1267 with a minimum of "B" or better, and concurrent enrollment in RADR 2431 and RADR 2366.

RADR 2366
Practicum III
CRT HRS:3 LEC HRS:0 LAB HRS:0 OTH HRS:24
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. The emphasis is to build upon acquired clinical skills and is simultaneously related to theory in the classroom. Prerequisite: Admission to the Radiologic Technology Program; RADR 1267 with a minimum of "B" or better, and concurrent enrollment in RADR 2431 and RADR 2309.

RADR 2367
Practicum IV
CRT HRS:3 LEC HRS:0 LAB HRS:0 OTH HRS:28
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. The emphasis is to build upon acquired clinical skills and is simultaneously related to theory in the classroom. Prerequisite: Admission to the Radiologic Technology Program; RADR 2431 and RADR 2309 with a minimum of "C" or better, RADR 2366 with a minimum of "B" or better, and concurrent enrollment in RADR 2117 and RADR 2213.

RADR 2368
Practicum V
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This advanced course is a continuation of positioning; alignment of the anatomical structure and equipment; evaluation of images for proper demonstration of anatomy and related pathology. Non-Routine radiographic positioning, introduction to cross-sectional anatomy and trauma radiography are also included. Prerequisite: RADR 1267 with a minimum of "B" or better, and concurrent enrollment in RADR 2309 and RADR 2366.

Reading (READ)
READ 0100
Developmental Reading I
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
The READ 0100 course is designed to help students develop reading strategies in an accelerated format. Emphasis is placed on hands on activities, read aloud, silent sustained reading, and the integration of college success skills. This course has a required one-hour lab. Prerequisite: Placement based on TSI placement score of 342-347; or equivalent.

Respiratory Therapy (RSPT)
RSPT 1101
Introduction to Respiratory Care
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course is an introduction to the field of respiratory care. Prerequisites: None.

RSPT 1137
Basic Dysrhythmia Interpretation
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
A comprehensive study of the electrical conduction system of the heart, electrophysiology, and characteristics of the common atrial, junctional, and ventricular dysrhythmias including atrioventricular blocks. Prerequisite: Completion of all previous semester courses with a minimum grade of "C".

RSPT 1141
Respiratory Home Care/Rehabilitation
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course is a study of respiratory home care/ rehabilitation equipment, procedures, and patient education. It emphasizes treatment of patients in home care and alternate settings. Prerequisite: RSPT 1267 with a grade of "B" or better and completion of all previous semester courses with a minimum grade of "C".

RSPT 1266
Practicum I
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:14
Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. Prerequisite: Completion of all previous semester courses with a minimum grade of "C".

RSPT 1267
Practicum II
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:14
Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. Prerequisite: RSPT 1266 with a grade of "B" or better and completion of all previous semester courses with a minimum grade of "C".
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Lectures</th>
<th>Laboratory</th>
<th>Other</th>
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<tbody>
<tr>
<td>RSPT 1325</td>
<td>Respiratory Care Sciences</td>
<td>3</td>
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<tr>
<td></td>
<td>PHYSICS, MATHEMATICS, AND CHEMISTRY AS RELATED TO RESPIRATORY CARE.</td>
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<tr>
<td>Prerequisite: Completion of all previous semester courses with a minimum grade of &quot;C&quot;.</td>
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<tr>
<td>RSPT 1329</td>
<td>Respiratory Care Fundamentals I</td>
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<td>RESPIRATORY CARE FOUNDAMENTS AND PROVIDES A FOUNDATION FOR THE DEVELOPMENT OF KNOWLEDGE AND SKILLS FOR RESPIRATORY CARE INCLUDING HISTORY, MEDICAL TERMS/SYMBOLS, MEDICAL/LEGAL, INFECTION CONTROL, VITAL SIGNS, PHYSICAL ASSESSMENT, CHEST X-RAY INTERPRETATION, MEDICAL GAS THERAPY, OXYGEN ANALYZERS, AND HUMIDITY/AEROSOL THERAPY.</td>
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<td>Prerequisite: Completion of all previous semester courses with a minimum grade of &quot;C&quot;.</td>
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<td>RSPT 1331</td>
<td>Respiratory Care Fundamentals II</td>
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<td>RESPIRATORY CARE FUNDAMENTS II PROVIDES A FOUNDATION FOR THE DEVELOPMENT OF KNOWLEDGE AND SKILLS FOR RESPIRATORY CARE INCLUDING HOSPITALIZATION, PATIENT CLASSIFICATION, METHODS, PRINCIPLES, AND PHYSIOLOGIC EFFECTS/PRINCIPLES OF MECHANICAL VENTILATION. INCLUDES ETHICAL CONSIDERATIONS FOR THE DEVELOPMENT OF KNOWLEDGE AND SKILLS FOR RESPIRATORY CARE.</td>
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<td>Prerequisite: Completion of all previous semester courses with a minimum grade of &quot;C&quot;.</td>
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<td>RSPT 2139</td>
<td>Advanced Cardiac Life Support</td>
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<td>Prerequisite: Completion of all previous semester courses with a minimum grade of &quot;C&quot;.</td>
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<td>RSPT 2210</td>
<td>Cardiopulmonary Disease</td>
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<td>RESPIRATORY CARE FUNDAMENTS II PROVIDES A FOUNDATION FOR THE DEVELOPMENT OF KNOWLEDGE AND SKILLS FOR RESPIRATORY CARE INCLUDING HOSPITALIZATION, PATIENT CLASSIFICATION, METHODS, PRINCIPLES, AND PHYSIOLOGIC EFFECTS/PRINCIPLES OF MECHANICAL VENTILATION. INCLUDES ETHICAL CONSIDERATIONS FOR THE DEVELOPMENT OF KNOWLEDGE AND SKILLS FOR RESPIRATORY CARE.</td>
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<td>Prerequisite: Completion of all previous semester courses with a minimum grade of &quot;C&quot;.</td>
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<td>RSPT 2217</td>
<td>Respiratory Care Pharmacology</td>
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<td>RESPIRATORY CARE FUNDAMENTS II PROVIDES A FOUNDATION FOR THE DEVELOPMENT OF KNOWLEDGE AND SKILLS FOR RESPIRATORY CARE INCLUDING HOSPITALIZATION, PATIENT CLASSIFICATION, METHODS, PRINCIPLES, AND PHYSIOLOGIC EFFECTS/PRINCIPLES OF MECHANICAL VENTILATION. INCLUDES ETHICAL CONSIDERATIONS FOR THE DEVELOPMENT OF KNOWLEDGE AND SKILLS FOR RESPIRATORY CARE.</td>
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<td>Prerequisite: Completion of all previous semester courses with a minimum grade of &quot;C&quot;.</td>
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<td>RSPT 2231</td>
<td>Simulations in Respiratory Therapy</td>
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<td>RESPIRATORY CARE FUNDAMENTS II PROVIDES A FOUNDATION FOR THE DEVELOPMENT OF KNOWLEDGE AND SKILLS FOR RESPIRATORY CARE INCLUDING HOSPITALIZATION, PATIENT CLASSIFICATION, METHODS, PRINCIPLES, AND PHYSIOLOGIC EFFECTS/PRINCIPLES OF MECHANICAL VENTILATION. INCLUDES ETHICAL CONSIDERATIONS FOR THE DEVELOPMENT OF KNOWLEDGE AND SKILLS FOR RESPIRATORY CARE.</td>
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<tr>
<td>Prerequisite: Completion of all previous semester courses with a minimum grade of &quot;C&quot; and completion of RSPT 2266 with a grade of &quot;B&quot; or better.</td>
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RSPT 2266 Practical III
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<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>CRT HRS:2</td>
<td>PRACTICAL ENTRY PLAN SUPPORTED BY AN INDIVIDUALIZED LEARNING PLAN DEVELOPED BY THE EMPLOYER, COLLEGE, AND STUDENT.</td>
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<tr>
<td>Prerequisite: RSPT 2267 with a grade of &quot;B&quot; or better and completion of all previous semester courses with a minimum grade of &quot;C&quot;.</td>
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<td>RSPT 2267</td>
<td>Practicum IV</td>
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<td>砳ctical entry plan supported by an individualized learning plan developed by the employer, college, and student.</td>
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<td>Prerequisite: RSPT 2266 with a grade of &quot;B&quot; or better and completion of all previous semester courses with a minimum grade of &quot;C&quot;.</td>
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RSPT 2305 Pulmonary Diagnostics
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<th>Course Code</th>
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<th>Other</th>
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<tr>
<td>CRT HRS:3</td>
<td>THEOREM AND TECHNIQUES INVOLVED IN PULMONARY FUNCTION TESTING DIAGNOSTICS WITH EMphasis ON BLOOD GAS THEORY AND ANALYSIS, QUALITY CONTROL, OXIMETRY, AND CAPNOMETRY.</td>
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<tr>
<td>Prerequisite: Completion of all previous semester courses with a minimum grade of &quot;C&quot;.</td>
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<td>RSPT 2314</td>
<td>Mechanical Ventilation</td>
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<td>RESPIRATORY CARE FUNDAMENTS II PROVIDES A FOUNDATION FOR THE DEVELOPMENT OF KNOWLEDGE AND SKILLS FOR RESPIRATORY CARE INCLUDING HOSPITALIZATION, PATIENT CLASSIFICATION, METHODS, PRINCIPLES, AND OPERATIONAL CHARACTERISTICS. INCLUDES INDICATIONS, COMPLICATIONS, AND PHYSIOLOGIC EFFECTS/PRINCIPLES OF MECHANICAL VENTILATION.</td>
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<td>Prerequisite: RSPT 2267 with a grade of &quot;B&quot; or better and completion of all previous semester courses with a minimum grade of &quot;C&quot;.</td>
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<tr>
<td>RSPT 2319</td>
<td>Mechanical Ventilation for the Neonatal/Pediatric Patient</td>
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<td>Prerequisite: RSPT 2266 with a grade of &quot;B&quot; or better and completion of all previous semester courses with a minimum grade of &quot;C&quot;.</td>
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<td>RSPT 2353</td>
<td>Neonatal/Pediatric Cardiopulmonary Care</td>
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<td>RESPIRATORY CARE FUNDAMENTS II PROVIDES A FOUNDATION FOR THE DEVELOPMENT OF KNOWLEDGE AND SKILLS FOR RESPIRATORY CARE INCLUDING HOSPITALIZATION, PATIENT CLASSIFICATION, METHODS, PRINCIPLES, AND OPERATIONAL CHARACTERISTICS. INCLUDES INDICATIONS, COMPLICATIONS, AND PHYSIOLOGIC EFFECTS/PRINCIPLES OF MECHANICAL VENTILATION.</td>
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<tr>
<td>Prerequisite: RSPT 2267 with a grade of &quot;B&quot; or better and completion of all previous semester courses with a minimum grade of &quot;C&quot;.</td>
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Restaurant Operations (RSTO)

RSTO 1201 Beverage Management
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Lectures</th>
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</thead>
<tbody>
<tr>
<td>CRT HRS:2</td>
<td>THEOREM AND TECHNIQUES INVOLVED IN THE BEVERAGE SERVICE OF THE Hospitality industry including spirits, wines, beers, and non-alcoholic beverages. Topics include purchasing, resource control, legislation, marketing, physical plant requirements, staffing, service, and the selection of wines to enhance foods.</td>
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<tr>
<td>Prerequisite: None.</td>
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RSTO 1204
Dining Room Service
CRT HRS:2  LEC HRS:1  LAB HRS:2  OTH HRS:0
This course introduces the principles, concepts and systems of professional table service. Topics will include dining room organization, scheduling and management of food service personnel. Prerequisite: Current Food Handlers Card or ServSafe Certified Food Protection Manager card and CHEF 1305.

RSTO 2301
Principles of Food and Beverage Controls
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a study of financial principles and controls of food service operation including review of operation policies and procedures. Topics will include financial budgeting and cost analysis emphasizing food and beverage labor costs, operational analysis, and international and regulatory reporting procedures. Prerequisite: None.

Robotics Technology (RBTC)

RBTC 1401
Programmable Logic Controllers
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course is a study in programmable logic controllers (PLC). Topics include processor units, numbering systems, memory organization, relay type devices, timers, counters, data manipulators, and programming. Prerequisite: None.

RBTC 1405
Robotic Fundamentals
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course is an introduction to flexible automation. Topics include installation, repair, maintenance, and development of flexible robotic manufacturing systems. Prerequisite: None.

RBTC 1447
Electromechanical Devices
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course is a study of electromechanical devices found in robotic systems. It includes transformers, switches, and solid state relays. Prerequisite: RBTC 1405.

Social Work (SOCW)

#SOCW 2361
Introduction to Social Work
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course identifies the development of the philosophy and practice of social work in the United States, survey of the fields and techniques of social work. Prerequisite: TSI complete in Reading and Writing, or equivalent.

#SOCW 2362
Social Welfare as a Social Institution
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This is an introduction to the study of modern social work, the underlying philosophy and ethics of social work, and the major divisions and types of social work together with their methods and objectives. Prerequisite: TSI complete in Reading and Writing, or equivalent.

Sociology (SOCl)

#SOCl 1301
Introductory Sociology
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is the scientific study of human society, including ways in which groups, social institutions, and individuals affect each other. Causes of social stability and social change are explored through the application of various theoretical perspectives, key concepts, and related research methods of sociology. Analysis of social issues in their institutional context may include topics such as social stratification, gender, race/ethnicity, and deviance. Prerequisite: TSI complete in Reading and Writing, or equivalent, or co-enrolled in INRW 0304.

#SOCl 1306
Social Problems
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is the application of sociological principles and theoretical perspectives to major social problems in contemporary society such as inequality, crime and violence, substance abuse, environmental issues, deviance, or family problems. Prerequisite: TSI complete in Reading and Writing, or equivalent.

#SOCl 2301
Marriage and the Family
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course studies the sociological and theoretical analysis of the structures and functions of the family, the varied cultural patterns of the American family, and the relationships that exist among the individuals within the family, as well as the relationships that exist between the family and other institutions in society. Prerequisite: TSI complete in Reading and Writing, or equivalent.

#SOCl 2319
Minority Studies
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course studies minority-majority group relations, addressing their historical, cultural, social economic, and institutional development in the United States. Both sociological and social psychological levels of analysis will be employed to discuss issues including experiences of minority groups within inequality, dominance/subordination, prejudice, and discrimination. Particular minority groups may include those based on poverty, race/ethnicity, gender, sexual orientation, age, disability, or religion. Prerequisite: TSI complete in Reading and Writing, or equivalent.
### Spanish (SPAN)

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### Speech (SPCH)

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<td>SPCH 1321</td>
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**Prerequisites**

- **SPAN 1411**
  - CRT HRS: 4
  - LEC HRS: 4
  - LAB HRS: 0
  - OTH HRS: 0
  
  *Spanish 1411 is a comprehensive first semester beginning Spanish course designed for students with little or no previous knowledge of Spanish. This course includes instruction and practice in all four basic language skills of speaking, reading, writing, and listening with attention to selected aspects of Hispanic culture. While one of the goals is to learn the basic grammatical structures of the Spanish language, the emphasis will not be on isolated structures but rather on integrating grammar into proficiency-oriented activities. This course will include hands-on activities and computerized based exercises to enhance learning.*

- **SPAN 1412**
  - CRT HRS: 4
  - LEC HRS: 4
  - LAB HRS: 0
  - OTH HRS: 0
  
  *This course is the continued development of basic Spanish language skills in listening, speaking, reading, and writing within a cultural framework. Students acquire the vocabulary and grammatical structures necessary to communicate and comprehend at the high beginner to low intermediate level.*

- **SPAN 2311**
  - CRT HRS: 3
  - LEC HRS: 3
  - LAB HRS: 0
  - OTH HRS: 0
  
  *This course is a comprehensive Intermediate Spanish course designed to provide students with the linguistic and learning skills required for successfully completing upper division courses in Spanish. This course includes review of literature, culture and grammar. Furthermore, this course will develop and enhance all language skills through reading of short stories, presentation/discussion, vocabulary expansion, and writing analytical literary reviews.*

- **SPAN 2312**
  - CRT HRS: 3
  - LEC HRS: 3
  - LAB HRS: 0
  - OTH HRS: 0
  
  *This course is a comprehensive Intermediate Spanish course designed to provide bilingual students with the linguistic and learning skills required for successfully completing upper division courses in Spanish. This course includes review of literature, culture and grammar. Furthermore, this course will develop and enhance all language skills through reading, presentation/discussion, and writing analytical literary reviews. In addition, writing skills will be developed, with emphasis on experimenting with various writing styles: analytical, argumentative, descriptive, narrative and creative.*

- **SPCH 1311**
  - CRT HRS: 3
  - LEC HRS: 3
  - LAB HRS: 0
  - OTH HRS: 0
  
  *This course introduces basic human communication principles and theories embedded in a variety of contexts including interpersonal, small group, and public speaking.*

- **SPCH 1315**
  - CRT HRS: 3
  - LEC HRS: 3
  - LAB HRS: 0
  - OTH HRS: 0
  
  *This course covers the application of communication theory and practice to the public speaking context, with emphasis on audience analysis, speaker delivery, ethics of communication, cultural diversity, and speech organizational techniques to develop students’ speaking abilities, as well as ability to effectively evaluate oral presentations.*

- **SPCH 1318**
  - CRT HRS: 3
  - LEC HRS: 3
  - LAB HRS: 0
  - OTH HRS: 0
  
  *This course covers the application of communication theory to interpersonal relationship development, maintenance, and termination in the relationship contexts including friendships, romantic partners, families, and relationships with co-workers and supervisors.*

- **SPCH 1321**
  - CRT HRS: 3
  - LEC HRS: 3
  - LAB HRS: 0
  - OTH HRS: 0
  
  *This course is the study and application of communication within the business and professional context. Special emphasis will be given to communication competencies in presentations, dyads, teams and technologically mediated formats.*

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**South Texas College**

301
Surveying (SRVY)

SRVY 1315 Surveying Calculations I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introduction to the mathematics used in surveying and mapping, e.g., algebra, plane trigonometry, and plane, solid and analytical geometry. 
Prerequisite: DFTG 1409, MATH 1414 or TECM 1303.

SRVY 1341 Land Surveying
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a study of the measurement and determination of boundaries, areas, shapes, and location through traversing techniques. Instruction will be provided in a variety of adjustment methods using programmed and non-programmed hand-held calculators and computers. Methods of traversing and adjustment of errors according to prevailing and applicable professional standards will also be covered.
Prerequisite: SRVY 1413.

SRVY 1342 Global Positioning System Techniques for Survey/Mapping
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an introduction to Global Positioning System (GPS) in surveying and mapping activities. Major topics include structuring a GPS system; designing a GPS data collection project; using GPS data collection equipment; collecting and processing GPS data; and correcting data errors.
Prerequisite: SRVY 1413 and DFTG 2430.

SRVY 1380 Cooperative Education
CRT HRS:3 LEC HRS:1 LAB HRS:0 OTH HRS:20
This is an intermediate course with career-related activities encountered in the student's specialization offered through an individualized agreement among the college, employer, and the student. Under supervision of the college and the employer, the student combines classroom learning with work experience. This course includes a lecture component.
Prerequisite: SRVY 1315, DFTG 2421, DFTG 2419, DFTG 1371.

SRVY 1413 Plane Surveying
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introductory overview of surveying equipment and measurement techniques used in mapping. Emphasis will be placed on leveling and traversing for preparing a map.
Prerequisite: DFTG 1409.

SRVY 2339 Engineering Design Surveying
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a study of the theory and field methods of surveying alignments, to include highway routes, pipelines, utility and waterway construction, transmission lines and site stakeout. It also includes the study of horizontal circular curves, parabolic curves, areas, and earthwork volumes.
Prerequisite: SRVY 1341, DFTG 2421, DFTG 2430, and SRVY 1342.

Technology Management (TMGT)

TMGT 3302 Business and Economic Statistics
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course introduces descriptive statistics (measures of central tendency, variances, and graphic representation of data) and statistical inferences. Statistical inferences will involve sampling techniques, estimation, testing of hypotheses and regression analysis.
Prerequisites: MATH 1324, MATH 1414 or MATH 1442.

TMGT 3303 Managerial Rapport and Documentation
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a hands-on approach to procedures and techniques that enhance inter and extra organizational relations. Internally, the purpose is to improve people relations; externally, the purpose is to improve community perception of the organization. The course emphasizes all kinds of professional communication skills such as business presentations, technical reports, research reports, oral presentations and business etiquette.
Prerequisite: Junior standing and ENGL 1302.

TMGT 3305 Organizational Theory and Practice
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an examination of contemporary theory and practice of management. It provides an overview of the management process and functions of planning, organizing, leading, and controlling to accomplish goals. Emphasis is placed on the study of organizational structure and managing organizational change.
Prerequisite: Junior Standing and HRPO 2301.

TMGT 3310 Decision Making
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
Analytic and systematic approach to the study of decision making through management science processes and techniques. Topics include quantitative analysis and decision-making relationships, simulation and risk analysis, and decision analysis using various criteria.
Prerequisite: Junior standing and MATH 1324, MATH 1414 or MATH 1442.

TMGT 3311 Technology in Enterprise Management
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
The use of technology in commercial and industrial enterprises. Topics include the use of computers and software in communication, inventory management, production, automation, sales, and financial forecasting.
Prerequisites: Junior standing.
TMGT 3321
Supply Chain Management
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
The purpose of this course is the overview of the entire supply chain: manufacturers, service providers, distributors, sales channels, e.g., retail, ecommerce, and consumers. Students will study and analyze interaction among purchasing, materials management, logistics, warehouse/distribution center management, and contracts in developing an efficient and effective supply chain. Emphasis is placed on the dynamic nature of supply chain management of products and services given the impact of the global economy.
Prerequisite: TMGT 3302, TMGT 3305, TMGT 3310.

TMGT 3322
Logistics Management
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course examines the primary tools and strategies and contemporary quality strategies.
Tools for quality improvement, and management
historical development of quality management, the quality in organizations. Topics include the methods used to monitor, improve and control
This course examines the primary tools and strategies and contemporary quality strategies.

TMGT 3336
Management and Law
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is an introductory study of local, state, federal, and international law affecting organizational practices. The course focuses on the legal framework that is considered in managerial and entrepreneurial activities.
Emphasis is given to the basic principles of law that shape managerial and entrepreneurial behavior.
Prerequisite: Junior standing.

TMGT 3337
Decision Making Economics
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a study of the role of economics in entrepreneurial and managerial decision making. The course includes the application of macro and microeconomics concepts in managerial problem solving.
Emphasis is given to economic public policies and to the evolution of the global economy.
Prerequisites: ECON 2302, TMGT 3302.

TMGT 3338
Accounting for Managers
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course studies the role of accounting in the management of organizations. The focus is on the use of accounting information by non-financial managers. The emphasis of the course is on interpretation rather than construction of accounting information.
Prerequisites: ACCT 2401, TMGT 3302 and TMGT 3310.

TMGT 3340
Quality Assurance, Management and Improvement
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course examines the primary tools and methods used to monitor, improve and control quality in organizations. Topics include the historical development of quality management, the tools for quality improvement, and management strategies and contemporary quality strategies.
Prerequisite: TMGT 3302, TMGT 3305, TMGT 3310.

TMGT 4304
Safety and Risk Management
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course studies proactive management in addressing operation uncertainties in organizations. Topics include risk assessment, safety analysis and management methods and techniques used in business operations to minimize and control risks and safety. Emphasis is given to the costs as well as to the legal, ethical, and cultural environments surrounding risk and safety considerations.
Prerequisites: TMGT 3302, TMGT 3305, TMGT 3310.

TMGT 4312
Resource Management
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
An examination of the tools and methods used to manage the physical and personnel assets of an enterprise. Topics include inventory techniques, asset allocation, human resources, and financial management.
Prerequisite: TMGT 3302, TMGT 3305, TMGT 3310.

TMGT 4320
Organizational Design and Management Seminar
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a critical study of specific organizational structures and operations. The course uses a case study approach based on real and significant cases. Thereafter, students work in teams on instructor-approved specific case projects. Teams identify problems and formulate, plan and implement actions using technology management problem solving approaches.
Prerequisites: TMGT 3305, TMGT 3336, TMGT 3338.

TMGT 4341
Purchasing and Supply Management
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
Examines management issues affecting the inflow and outflow of materials and services into organizations. Topics include purchasing activities, global sourcing, bidding, contract administration, and materials management.
Prerequisite: TMGT 3302, TMGT 3305, TMGT 3310.

TMGT 4342
Supply Chain Security
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
The course studies the security of the supply chain. The course combines traditional practices of supply chain management with the security requirements of the system. The purpose is to study the creation, development, and enhancement of security practices that deal with concerns driven by threats such as terrorism, piracy, and theft. Special emphasis is given to transport and logistics systems in a global economy.
Prerequisites: TMGT 3302, TMGT 3305, TMGT 3310.

TMGT 4347
Capstone: Technology Management Practicum
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course immerses students in the workplace of a technology manager. The course work implies the construction of an e-portfolio that demonstrates the professional profile of the student. The portfolio has two components: one, the personal professional profile of the student based on the course work and extra academic work experiences. The second component is the execution of a hand-on case project related to technology management, e.g., operational management, inventory control, supply chain management, logistic, information management. The main factor in evaluating student performance is the input from outsiders to the academia.
Prerequisite: Senior standing and consent of the program coordinator.

South Texas College 303
Program.

Prerequisite: Admission to the Vocational Nursing clinical professional.

This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Prerequisite: Completion of or concurrent enrollment in VNSG 1230, VNSG 1234, VNSG 1429, VNSG 2331 and permission from the department.

VNSG 1230
Maternal-Neonatal Nursing
CRt HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course is a study of the biological, psychological, and sociological concepts applicable to basic needs of the family including childbearing and neonatal care and utilizes the nursing process in the assessment and management of the childbearing family. Topics include physiological changes related to pregnancy, fetal development, and nursing care of the family during labor and delivery and the puerperium. Emphasis is placed on the bio-psycho-socio-cultural needs of the family during the phases of pregnancy, childbirth, and the neonatal period including abnormal conditions.

Prerequisite: Concurrent enrollment in VNSG 1162 and VNSG 1261.

VNSG 1234
Pediatrics
CRt HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course is a study of the care of the pediatric patient and family during health and disease from infancy through adolescence. Focus is on the growth and developmental needs utilizing the nursing process.

Prerequisite: Concurrent enrollment in VNSG 1261.

VNSG 1238
Mental Illness
CRt HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course is a study of human behavior with an emphasis on emotional and mental abnormalities and modes of treatment incorporating the nursing process.

Prerequisite: Completion of or concurrent enrollment in VNSG 1362 and VNSG 1432.

VNSG 1261
Clinical II - B
CRt HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:12
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Prerequisite: Completion of or concurrent enrollment in VNSG 1230, VNSG 1234, VNSG 1429, VNSG 2331 and permission from the department.

VNSG 1304
Foundations of Nursing
CRt HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introduction to the nursing profession including history, standards of practice, legal and ethical issues, and role of the vocational nurse. Topics include mental health, therapeutic communication, cultural and spiritual diversity, nursing process, and holistic awareness.

Prerequisite: Admission to the Vocational Nursing Program.

VNSG 1323
Basic Nursing Skills
CRt HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
In this course the student will master entry level nursing skills and competencies for a variety of health care settings. They will utilize the nursing process as the foundation for all nursing interventions.

Prerequisite: Admission to the Vocational Nursing Program.
VNSG 1327 Essentials of Medication Administration
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course provides general principles of medication administration including determination of dosage, preparation, safe administration, and documentation of multiple forms of drugs. Instruction includes various systems of measurement.
Prerequisite: Admission to Vocational Nursing Program.

VNSG 1362 Clinical Illness III
CRT HRS:3 LEC HRS:0 LAB HRS:0 OTH HRS:18
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Completion of or concurrent enrollment in VNSG 1238, and VNSG 1432 and permission from the department.

VNSG 1420 Anatomy and Physiology for Allied Health
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This course is an introduction to the normal structure (anatomy) and function (physiology) of the human body including an understanding of the relationship of the neuroendocrine, integumentary, musculoskeletal, digestive, urinary, reproductive, respiratory, and circulatory systems in maintaining homeostasis.
Prerequisite: A passing score of 351+ on the Reading TSI Exam or equivalent.

VNSG 1429 Medical - Surgical Nursing I
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This course explores application of the nursing process to the care of adult patient experiencing medical-surgical conditions along the health-illness continuum in a variety of health care settings.
Prerequisite: Concurrent enrollment in VNSG 1162 and VNSG 1261.

VNSG 1432 Medical-Surgical Nursing II
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This course is a continuation of Medical-Surgical Nursing I with application of the nursing process to the care of adult patients experiencing medical-surgical conditions along the health-illness continuum in a variety of health care settings.
Prerequisite: Completion of or concurrent enrollment in VNSG 1362, VNSG 1238.

VNSG 1500 Nursing in Health & Illness I
CRT HRS:5 LEC HRS:5 LAB HRS:1 OTH HRS:0
This course provides an introduction to general principles of growth and development, primary health care needs of the patient across the life span, and therapeutic nursing interventions.
Prerequisite: Admission to Vocational Nursing Program and concurrent enrollment in VNSG 1160 and VNSG 1161.

VNSG 1509 Nursing in Health and Illness II
CRT HRS:5 LEC HRS:5 LAB HRS:1 OTH HRS:0
This course provides an introduction to health problems requiring medical and surgical interventions.
Prerequisite: Successful completion of first semester of Vocational Nursing program and concurrent enrollment in VNSG 1162 and VNSG 1261.

VNSG 2331 Advanced Nursing Skills
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
The student will master advanced level nursing skills and competencies in a variety of health care settings utilizing the nursing process as a problem-solving tool.
Prerequisite: Concurrent enrollment in VNSG 1162 and VNSG 1261.

VNSG 2510 Nursing in Health and Illness III
CRT HRS:5 LEC HRS:5 LAB HRS:1 OTH HRS:0
This course is a continuation of Nursing in Health and Illness II. Further study of medical-surgical health problems of the patient including concepts such as mental illness. Incorporates knowledge necessary to make the transition from student to graduate vocational nurse.
Prerequisite: Successful completion of second semester of Vocational Nursing Program and concurrent enrollment in VNSG 1362.

Welding (WLDG)

WLDG 1312 Introduction to Flux Cored Arc Welding (FCAW)
CRT HRS:3 LEC HRS:1 LAB HRS:6 OTH HRS:0
This course is an overview of terminology, safety procedures, and equipment set-up. Practice in performing T-joints, lap joints, and butt joints using Flux Cored Arc Welding (FCAW) equipment.
Prerequisite: WLDG 1313, MCHN 1343, WLDG 1428, WLDG 1430.

WLDG 1313 Introduction to Blueprint Reading for Welders
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a study of industrial blueprints. Emphasis is placed on terminology, symbols, graphic description, and welding processes. Includes systems of measurement and industry standards. Also includes interpretation of plans and drawings used by industry to facilitate field application and production.
Prerequisite: None.

WLDG 1417 Introduction to Layout and Fabrication
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
A fundamental course in layout and fabrication related to the welding industry. Major emphasis on structural shapes and use in construction.
Prerequisite: WLDG 1313, MCHN 1343, WLDG 1428, WLDG 1430.

WLDG 1428 Introduction to Shielded Metal Arc Welding (SMAW)
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course is an introduction to shielded metal arc welding process. Emphasis is placed on power sources, electrode selection, oxy-fuel cutting, and various joint designs. Instruction provided in SMAW fillet welds in various positions.
Prerequisite: Completion of or concurrent enrollment in WLDG 1313 and MCHN 1343.

WLDG 1430 Introduction to Gas Metal Arc Welding (GMAW)
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course is a study of the principles of gas metal arc welding, setup and use of Gas Metal Arc Welding (GMAW) equipment, and safe use of tools/equipment. Instruction covers various joint designs.
Prerequisite: Completion of or concurrent enrollment in WLDG 1313 and MCHN 1343.
WLDG 1434
Introduction to Gas Tungsten Arc Welding (GTAW)
CRT HRS: 4   LEC HRS: 2   LAB HRS: 6   OTH HRS: 0
This course is an introduction to the principles of gas tungsten arc welding (GTAW), setup/use of GTAW equipment, and safe use of tools and equipment. The course covers welding instruction in various positions on joint designs.
Prerequisite: WLDG 1313, MCHN 1343, WLDG 1428, WLDG 1430.

WLDG 1457
Intermediate Shielded Metal Arc Welding (SMAW)
CRT HRS: 4   LEC HRS: 2   LAB HRS: 6   OTH HRS: 0
This course is a study of the production of various fillets and groove welds. Preparation of specimens for testing in all test positions.
Prerequisite: WLDG 1313, MCHN 1343, WLDG 1428, WLDG 1430.

WLDG 2406
Intermediate Pipe Welding
CRT HRS: 4   LEC HRS: 2   LAB HRS: 6   OTH HRS: 0
A comprehensive course on the welding of pipe using the shielded metal arc welding (SMAW) process. Position of welds will be 1G, 2G, 5G, and 6G using various electrodes. Topics covered include electrode selection, equipment setup, and safe shop practices.
Prerequisite: WLDG 1312, WLDG 1417, WLDG 1434, WLDG 1457.

WLDG 2413
Capstone: Intermediate Welding Using Multiple Processes
CRT HRS: 4   LEC HRS: 2   LAB HRS: 6   OTH HRS: 0
This course covers instruction using layout tools and blueprint reading with demonstration and guided practices with some of the following welding processes: oxy-fuel gas cutting and welding, shield metal arc welding (SMAW), gas metal arc welding (GMAW), flux-cored arc welding (FCAW), gas tungsten arc welding (GTAW), or any other approved welding process.
Prerequisite: WLDG 1457 and WLDG 1434.

WLDG 2435
Advanced Layout and Fabrication
CRT HRS: 4   LEC HRS: 2   LAB HRS: 6   OTH HRS: 0
This is an advanced course in layout and fabrication which includes production and fabrication of layout, tools, and processes. Emphasis is on application of fabrication and layout skills.
Prerequisites: WLDG 1417 with a minimum grade of "C" and WLDG 2413 with a minimum grade of "C."

WLDG 2451
Advanced Gas Tungsten Arc Welding (GTAW)
CRT HRS: 4   LEC HRS: 2   LAB HRS: 6   OTH HRS: 0
This course covers advanced topics in GTAW welding, including welding in various positions and directions.
Prerequisite: WLDG 1434.
ADMINISTRATORS AND FACULTY

Executive Officers

Shirley A. Reed, M.B.A., Ed.D.
College President
A.A., St. Petersburg Jr. College
B.A., University of South Florida
M.S., University of Hawaii
M.B.A., Western International University
Ed.D., Illinois State University

Maria G. Elizondo
Vice President for Finance and Administrative Services
B.B.A., Texas A & M University-Kingsville
M.B.A., University of Texas-Pan-American
C.P.A., State of Texas

Matthew S. Hebbard
Vice President for Student Affairs and Enrollment Management
B.S., Bloomsburg University
B.A., Bloomsburg University
Th.M., Dallas Theological Seminary

Anahid Petrosian Atamian
Interim, Vice President for Academic Affairs
B.B.A., University of Texas at Austin
B.B.A., University of Texas at Austin
M.P.A., University of Texas-Pan American
Ph.D., Northcentral University

David C. Plummer
Vice President for Information Services, Planning, Performance, and Strategic Initiatives
B.B.A., University of Texas-Pan American
M.B.A., University of Texas-Pan American
Ph.D. Ed., University of Texas A&M-Kingsville

Administrative Staff

Khalil M. Abdullah
Internal Auditor
B.B.A., University of Texas-Rio Grande Valley
M.ACC. University of Texas-Rio Grande Valley

Juan C. Aguierre
Dean of Continuing, Professional and Workforce Education
A.A.S., Brazosport College
B.S., Texas A&I University-Kingsville
M.Ed., University of Texas-Pan American

Brenda J. Balderaz
Director of Human Resources
B.B.A., University of Texas-Pan American
M.S., Tarleton State University

Carey R. Barnes
Director of Student Rights and Responsibilities
A.A., Blinn College
B.S., Texas A&M University-Kingsville
M.S., Capella University

Lazaro Barroso
Director of College Connections and Admissions for Traditional Students
B.B.A., University of North Texas
M.B.A., Colorado Technical University

Cynthia A. Blanco
Director of Student Records and Registrar
B.B.A., University of Texas-Pan American
M.Ed., University of Texas-Pan American

Katarina M. Bugariu
Associate Comptroller
B.S., University of North Carolina-Wilmington
M.S., University of North Carolina-Wilmington

Jesus H. Campos
Associate Dean of Library Services
B.A., University of Notre Dame
M.L.I.S., University of Texas-Austin
J.D., Harvard Law School

Miguel Carranza
Associate Dean of Student Financial Services, Testing and Veterans Affairs
B.A., University of Texas-Pan American
M.Ed., Texas A&M University-Kingsville

Rebecca R. Cavazos
Director of Purchasing
B.B.A., University of Texas-Pan American

Serkan B. Celtek
Director of Research and Analytical Services
B.S., Bogazici Universitesi-Instanbul, Turkey
M.S., University of Texas-Pan American
M.B.A., University of Texas-Pan American

Virginia R. Champion
Director of Grant Development, Management and Compliance
B.S., Central Michigan University
M.A., University of Texas-Rio Grande Valley
Ed.D., University of Texas-Rio Grande Valley

Fernando Chapa
Director of Institutional Effectiveness and Assessment
Ph.D.Phil, Walden University
M.A., University of Texas-Pan American
B.A., University of Texas-Pan American

Luis E. De La Garza
Assistant Director of Facilities Operations and Maintenance
B.F.A., Texas State University

Ricardo De La Garza
Director of Facilities Planning and Construction
B.Envd., Texas A&M University-College Station

Olivia D. De La Rosa
Director of Professional and Workforce Education
B.S., Texas A&M University-College Station

Rebecca M. De Leon
Director of Academies and High School Projects
B.A., University of Texas-Pan American
M.Ed., University of Texas-Pan American
Ed.D., Lamar University
Maria L. Evans
Director of Educational Technologies
B.A., Colorado College
M.ET., University of Texas-Brownsville/Texas Southmost College

Juan M. Galvan
Director of Student Financial Services
B.B.A., University of Texas-Pan American
M.A., Liberty University

Nancy H. Garcia
Director of Comprehensive Advisement and Mentoring Services
B.S.W., University of Texas-Pan American
M.Ed., University of Texas-Pan American
Ed.D., Lamar University

Teresa R. Garcia
Director of Centers for Learning Excellence
B.S., University of Texas-Pan American
M.A., University of Houston

Alicia R. Gomez
Chief Information Officer
B.B.A., University of Texas-Pan American

Jose L. Gonzalez
Assistant Chief Information Officer for Infrastructure
A.A.S., South Texas College
B.A.T., University of Texas-Brownsville/Texas Southmost College
M.S., Tarleton State University

Nicolás González
Administrator for High School Programs and Services
B.M., University of Texas at Austin
M.S., Texas A&M University-Kingsville

Victor M. González
Chief Information Security Officer
B.S., Baylor University
M.S., University of Texas-Pan American

Cody A. Gregg
Dean of Library and Learning Support Services
B.A., University of Texas-Pan American
M.A., University of Texas-Pan American
M.L.S., University of North Texas

Frank J. Gutierrez
Director of Accountability, Risk, and Compliance
B.A., Texas State University
M.S., Texas Tech University

Pablo Hernández, Jr.
Dean of Student Affairs
B.S., Texas A&M University-Kingsville
M.S., Texas A&M University-Kingsville

Norma Jimenez
Director of Student Accounts and Bursar
B.B.A., University of Texas-Pan American

Fernando Lamas
Associate Director of Purchasing
A.A.S., Texas State Technical College
B.A., University of Texas-Pan American

Myriam M. Lopez
Comptroller
A.A., South Texas College
A.A.S., South Texas College
B.B.A., University of Texas-Pan American
M.B.A., University of Texas-Pan American

Guadalupe A. Lozano
Director of Testing Services
B.B.A., University of Texas-Pan American
M.B.A., University of Texas-Pan American

Carlos L. Margo
Associate Dean of Industry Training and Economic Development
B.A., Texas A&M University-College Station
M.B.A., University of Texas-Pan American

Otoniel Matamoros, Jr.
Director of Dual2Degree High Schools
B.A., University of Texas-Pan American
M.P.A., University of Texas-Rio Grande Valley

George E. McCaleb
Director of Facilities Operations and Maintenance
B.B.A., University of Texas-Pan American
M.B.A., University of Texas-Pan American

Daniel Montez
Campus Administrator of Mid Valley Campus
B.B.A., University of Texas at Austin
M.B.A., University of Texas-Brownsville/Texas Southmost College

Arturo Montiel
Campus Administrator of Starr County Campus
B.A., Texas A&M University-Corpus Christi
M.S., Oklahoma State University
Ed.D. Oklahoma State University

Jaime O. Navarro
Employee Relations Officer
B.A., Baylor University
M.B.A., University of Texas-Pan American

Elibariki V. Nguma
Director of Student Activities and Wellness
A.A., Hudson Valley Community College
B.A., University of New York-Binghamton
M.B.A., University of Texas-Pan American

Celinda E. Palacios
Director of Career and Employer Services
B.A., University of Texas-Pan American
M.Ed., University of Texas-Pan American

Raymond G. Pedraza
Assistant Director of Public Relations and Marketing
B.A., University of Texas-Pan American

Santa E. Pena
Director of Counseling
B.S., University of Texas-Pan American
M.Ed., University of Texas-Pan American
LPC-State of Texas

Sofía M. Pena
Director of Early College High Schools
B.S., University of Texas-Pan American
Anahid Petrosian Atamian  
Assistant Vice President for Academic Advancement  
B.B.A., University of Texas at Austin  
B.A., University of Texas at Austin  
M.P.A., University of Texas-Pan American  
Ph.D., Northcentral University  

Daniel A. Ramirez  
Director of Public Relations and Marketing  
B.S., University of Texas-Pan American  

Laura E. Requena  
Employee Relations Officer  
B.B.A., Texas A&M International University  
M.B.A., Texas A&M International University  
M.P.A., Texas A&M International University  

Leila Salinas  
Director of Learning Commons and Open Labs  
Certificate, Texas State Technical College  
Certificate, Texas State Technical College  
A.A., South Texas College  
M.Ed., Texas A&M University-Kingsville  
Ed.D., Texas A&M University-Kingsville  

Laura B. Sanchez  
Associate Dean of Institutional Research and Effectiveness  
B.A., University of the South  
M.Ed., Texas A&M-Kingsville  
Ed.D., Lamar University  

Paul B. Varville  
Chief Administrator for Department of Public Safety  
B.S.B.A., Salem College  
M.B.A., Syracuse University  

Kristina M. Wilson  
Associate Dean of Curriculum and Student Learning  
B.S.W., University of Texas-Austin  
M.B.A., University of Texas-Pan American  
Ed.D., Lamar University  

Deans  
Margaretha E. Bischoff  
Dean for Liberal Arts and Social Sciences  
A.A., Norwalk Community College  
B.A., Southern Connecticut State University  
M.A., Hofstra University  
Ph.D., Hofstra University  

Ali Esmaeili  
Dean for Math, Science and Bachelor Programs  
B.S., Texas A&M University-Kingsville  
M.S., Texas A&M University-Kingsville  
M.Ed., Texas A&M University-Kingsville  
Ed.D., Texas A&M University-Kingsville  

Mario Reyna  
Dean for Business and Technology  
A.S., Allan Hancock College  
A.S., Community College of the Air Force  
M.A., Webster University  

Jayson T. Valerio  
Interim, Dean for Nursing and Allied Health  
B.S.N., University of the Assumption-Philippines  
M.A.N., Angeles University Foundation-Philippines  

Faculty  
Accounting  
Robert A. Almon  
B.Environmental Design, Texas A&M University  
M.Professional Accounting, University of Texas-Arlington  

David E. Laurel  
A.A., University of Texas-Brownsville/Texas Southmost College  
B.A., University of Texas-Brownsville/Texas Southmost College  
M.B.A., University of Texas-Pan American  

Claudia I. Mercado  
B.B.A., University of Texas-Pan American  
M.ACC., University of Texas-Pan American  

John H. Wilson  
A.A, San Antonio College  
M.B.A., University of Texas-Pan American  
M.S., University of North Texas  

Advanced Manufacturing Technology  
Esmeralda Adame  
Certificate, South Texas College  
A.S., South Texas College  
B.S., University of Texas-Pan American  
M.B.A., University of Texas-Pan American  

Arthur F. Barber  
Certificate, South Texas College  
A.A.S., South Texas College  
B.B.A., University of Texas-Pan American  

Javier Loyde  
B.S., University of Texas-Pan American  

Mario A. Olivera  
B.S., Universidad Regiomontana-Mexico  

Anthropology  
Wendy L. Branwell  
B.S., University of Houston  
M.A., Wichita State University  

Brett J. Millan  
B.A., University of Texas-Pan American  
M.A., University of Texas-Pan American  
Ed.D., Texas A&M University-Kingsville  

Architectural & Engineering Design Technology  
Sara M. Lozano  
B.A., Yale University  
M.A., Adams State College  

South Texas College 309
Irma M. Rosales
A.A.S., Texas State Technical Institute
B.S., Texas A&M University-Kingsville

Laura Salas
A.A.S., Bauder Fashion College
B.F.A., University of Texas-Pan American

Reynaldo Sanchez III
B.S., Texas A&M University-Kingsville

Margarita G. Vangelova
B.S., University of Architecture - Civil Engineering And Geodesy Sofia-Bulgaria
M.S., University of Architecture - Civil Engineering And Geodesy Sofia-Bulgaria

Associate Degree Nursing
Daffolils Abraham
B.S.N., Rajiv Gandhi University of Health Sciences-India
M.S.N., Grand Canyon University

Mariano A. U. Acevedo
B.S., West Visayas State University-Philippines
M.A., Aklan state University-Philippines
Ph.D., Aklan State University-Philippines

Deepa G. Biju
B.S.N., Bangalore University-India
M.S.N., University of Texas Rio Grande Valley

Jennifer L. Brewster
B.S.N., University of Texas-Pan American
M.S.N., University of Texas-Pan American

Christie M. Candelaria
B.S., Bicol University-Philippines
M.A., Teachers College, Columbia University
Ph.D., Walden University

Melissa Chavez
B.S.N., University of Texas-Pan American
M.S.N., University of Texas Brownsville/Texas and Southmost College

Priscilla J. Conje
B.S.N., University of Visayas-Philippines
M.A., University of Cebu-Philippines

Elmer V. Esguerra
B.S.N., Angeles University Foundation-Philippines
M.A.N., Angeles University Foundation-Philippines

Raquel DeGuzman Esguerra
B.S.N., Angeles University Foundation-Philippines
M.A.N., Angeles University Foundation-Philippines

Karen L. Fuqua
B.S.N., Saint Louis University
M.S.N., Indiana University

Roda S. Galang
B.S.N., Angeles University Foundation-Philippines
M.S.N., Western Governor’s University

Edmundo E. Garcia
A.A.S., University of Texas-Pan American
B.S.N., University of Texas-Pan American
M.S.N., University of Texas-Pan American
D.N.P., University of the Incarnate Word

Paul E. Gora
A.S., St. Lawrence College-Canada
B.A., Ryerson Polytechnic University, Canada
M.S.N., University of Texas-Brownsville/Texas Southmost College

Elizabeth Guzman
A.A.S., University of Texas-Pan American
B.S.N., University of Texas-Pan American
M.S.N., University of Texas Health Science Center-Houston

Christina N. Johnson
B.S.N., University of Texas Medical Branch at Galveston
M.S.N., University of Texas Medical Branch at Galveston

Nora E. Martinez
A.A.S., University of Texas-Pan American
B.S.N., University of Texas-Pan American
M.S.N., University of Texas-Pan American
D.N.P., University of the Incarnate Word

Artemio V. Pontejos, Jr.
B.S.N., CEBU State College-Philippines
M.A.N., Western Governor’s University

Deborah J. Portillo
A.A.S., Metropolitan Community College
M.S.N., Walden University

Viola Ramirez
B.A., University of Texas-Pan American
M.S.N., University of Texas Health Science Center at Houston

Sharon L. Romer
B.S.N., Saint Louis University
M.S.N., Southern Illinois University Edwardsville

Sylvia R. Sandoval
B.S.N., Texas A&M University-Corpus Christi
M.S.N., UT Health Science Center at Houston

Gloria B. Seno
B.S.N., Cebu Doctors College-Philippines
M.S.N., Cebu Doctors College-Philippines

Cynthia A. Shartle
B.S.N., University of Texas-Pan American
M.S.N., University of Texas Science Center-San Antonio

Marissa B. Smolarski
B.S.N., University of Santo Tomas-Philippines
M.S.N., University of Pennsylvania
Grelou P. Tamayo  
B.S.N., Adventist University of the Philippines-Philippines  
M.S.N., Adventist University of the Philippines-Philippines

Jessy V. Thomas  
Certificate, Kera Nurses and Midwives Council-India  
B.S.N., Bangalore University-India  
M.S.N., Tamil Nadu Dr. Mgr. Medical University-India  
D.N.P., Walden University

Chelan M. Williams  
A.A.S., South Texas College  
B.S.N., University of Texas-Brownsville/Texas Southmost College  
M.S.N., University of Alabama, Birmingham

Maria T. Yongson  
B.S.N., World Citi Colleges-Philippines

Richard Wade  
Certificate, South Texas College  
A.A.S., South Texas College

Biology

Lennine S. Bashiri  
B.S., University of Texas-San Antonio  
M.S., University of Texas-San Antonio

Maria Y. Cervantes  
B.A., Our Lady of the Lake University  
Ph.D., Indiana University

Shima Chaudhary  
B.Ed., Kurukshetra University-India  
B.S., Meerut University-India  
M.S., Annamalai University-India  
M.S., University of Texas-Pan American

Joana A. Cordoba  
B.S., Florida International University  
M.S., University of Texas-Pan American

Laura I. Decanini  
B.S., University of Texas-Pan American  
M.S., University of Texas-Pan American  
Ph.D., Texas A&M University

Sandra Y. Espinoza  
B.S., University of Texas-Pan American  
M.S., University of Texas-Pan American

Mario Estrada  
B.S., University of Texas-Pan American  
M.S., University of Texas-Pan American

Raul Galvan  
B.S., University of Texas-Pan American  
M.Ed., University of Texas-Pan American  
M.Ed., University of Texas-Pan American

Ruben R. Garces  
M.S., Texas A&M University  
Ph.D., Texas A&M University

Atenea A. Garza  
B.S., University of Texas-Pan American  
M.S., University of Texas-Pan American

Monica I. Gomez  
B.S., University of Texas-San Antonio  
M.S., Texas State University

Javier Gonzalez-Ramos  
M.S., Cornell University  
Ph.D., Cornell University

Athena M. Lemus-Wilson  
B.S., University of Arizona  
Ph.D., University of Arizona

Jonathan H. Lieman  
B.S., Rochester Institute of Technology  
Ph.D., Washington University in St. Louis

Automotive Technology

Juan C. Alfaro  
Certificate, Texas State Technical College  
A.A.S., South Texas College

Rogelio Camarillo  
A.A.S., South Texas College

Juan P. Chapa  
A.A.S., South Texas College

Raul De La Pena  
Certificate, South Texas College  
A.A.S., South Texas College

Rodrigo Garcia, Jr.  
Certificate, Texas State Technical College  
A.A.S., South Texas College

San Esteban Moreno  
Certificate, South Texas College  
A.A.S., South Texas College

Ruben Munoz  
A.A.S., South Texas College

Matias Ochoa, Jr.  
Certificate, South Texas College  
A.A.S., South Texas College

David Sanchez  
A.A.S., South Texas College

Roy Trevino  
Certificate, Texas State Technical Institute  
A.A.S., South Texas College

Daniel R. Unruh  
Certificate, Texas State Technical College  
A.A.S., South Texas College

Mathew Vega  
A.A.S., South Texas College

South Texas College
Mehrzad Mahmoudian Geller
B.S., OrtaDoguTeknikUniversitesi-Turkey
M.S., OrtaDoguTeknikUniversitesi-Turkey
Ph.D., OrtaDoguTeknikUniversitesi-Turkey

Helen P. Maserang
B.S., University of Texas-Pan American
M.Ed., University of Texas-Pan American

Daryoush Mirzaei
B.S., University of Texas-San Antonio
M.S., University of Texas-San Antonio

Jesus Munoz
B.S., University of Texas-Brownsville/Texas Southmost College
M.S., University of Texas Health Science Center
Ph.D., University of Texas at San Antonio

Keith D. Murray
B.S., University of Texas-Dallas
M.S., University of Texas-Dallas
Ph.D., University of Texas-Dallas

Thomas M. Ndolo
B.S., University of Nairobi-Kenya
Ph.D., University of California-Davis

Jan A. Nilsson
B.S., University of Texas-Pan American
M.S., University of Texas-Pan American
Ph.D., Northern Arizona University

Murad M. Odeh
B.S., Yarmouk University-Jordan
M.S., Yarmouk University-Jordan
Ph.D., Louisiana State University

David C. Robacker
B.S., Pennsylvania State University
M.S., Pennsylvania State University
Ph.D., North Carolina State University

Priscilla I. Saenz-Hinojosa
B.S., University of Texas-Pan American
M.S., University of Texas-Pan American

Joel P. Salinger
B.A., Texas A&M University
M.S., University of Texas-Pan American

Luci N. Simpson
B.S., University of North Texas
M.S., University of North Texas

Edwin J. S. Tamayo
B.A., Northern Christian College-Philippines
M.S., Adventist University of the Philippines-Philippines
Ph.D., University of the Philippines-Philippines

Urban Tchoua
B.S., Universite de Bourgogne-France
M.S., Universite Henri Poincare, Nancy i-France
Ph.D., Osaka University-Japan

Diane K. Teter
B.A., Baylor University
B.S., Baylor University
M.Ed., University of Texas-Brownsville/Texas Southmost College
M.I.S., University of Texas-Brownsville/Texas Southmost College

Suleyman B. Tufa
B.S., University of Texas-Dallas
M.S., University of Texas-Dallas

Mahmoud L. Vatankha
B.S., University of Texas-San Antonio
M.S., University of Texas-San Antonio
D.C., Texas Chiropractic College

Deborah K. Villalon
B.A., Princeton University
M.S., Texas A&M University
Ph.D., Texas A&M University

Van W. Wheat
B.S., University of Texas-Pan American
M.S., University of Texas-Pan American

Ruben D. Zamora
B.S., University of Texas-Pan American
M.S., University of Texas-Pan American

Samira Ziaei
M.S., William Paterson University
Ph.D., City University of New York Graduate Center

Business Administration
Bradley S. Altemeyer
B.B.A., Texas Tech University
M.B.A., Stephen F. Austin University
M.S., Texas A&M University

Miguel A. Garcia
B.B.A., University of Texas-Austin
M.B.A., University of Texas-Pan American

Marcela Gonzalez
B.A., Instituto Tecnologico Y De Estudios Superiores De Monterrey - Mexico
M.B.A., University of Texas-Pan American

Reynaldo Jasso
B.B.A., University of Texas-Pan American
M.B.A., University of Texas-Pan American
M.ACC., Texas A&M University-Corpus Christi

Mehdi Kolahdouz
B.B.A., Lamar University
M.B.A., Prairie View A&M University

Rosemond A Moore
B.S., Purdue University
M.B.A., Indiana University

Eduardo Pastor
B.A., University of Texas-Pan American
M.B.A., University of Texas-Pan American
J.D., Thomas M. Colley Law School
Juan O. Resendez  
B.B.A., University of Texas-Pan American  
M.B.A., University of Texas-Pan American

Cynthia G. Sanchez  
B.B.A., University of Houston  
M.B.A., University of Texas-Pan American

Griselda Solis  
A.A., Texas Southmost College  
B.B.A., University of Texas-Brownsville/Texas Southmost College  
J.D., St. Mary’s University

Ana M. Valladarez  
B.B.A., Texas State University  
M.B.A., University of Texas-Pan American

Chemistry  
Ludivina Avila  
B.S., St. Edward’s University  
M.S., Texas A&M University-Kingsville  
Ph.D., Oklahoma State University

Enriqueta G. Cortez  
B.S., St. Edward’s University  
Ph.D., Texas A&M University

Reginald C. Gonzales  
B.S., University of the Philippines-Philippines  
M.Ed., University of Texas-Pan American  
DMD., University of Manila-Philippines

Subrata Mandal  
B.S., Jadavpur University-India  
M.S., Jadavpur University-India  
Ph.D., Indian Institute of Technology-India

Khalidbaig S. Mirza  
M.S., Fairleigh Dickinson University  
Ph.D., Drexel University

Karlos X. Moreno  
B.S., University of Texas-San Antonio  
Ph.D., Texas A&M University-College Station

Oscar Rodriguez  
B.S., University of Texas-Pan American  
Ph.D., University of Illinois, Urbana-Champaign

Gevorg Sargsyan  
Ph.D., University of Wyoming

Joe B. Studer  
B.S., Southeastern Oklahoma State University  
Ph.D., Oklahoma State University

Child Care and Development  
Maria RM Garza  
B.F.A., University of Texas-Pan American  
M.Ed., University of Texas-Pan American  
Ed.D., Nova Southeastern University

Helen Meave  
A.A.S., South Texas College  
B.A.A.S., Texas A&M University Kingsville  
M.Ed., The University of Texas-Pan American

Veronica Rodriguez  
B.S., Texas Woman’s University  
M.Ed., University of Texas-Pan American

Beverly L. Schmalzried  
B.S., Fort Hays State University  
M.S., Kansas State University  
Ph.D., Florida State University

College Success  
Lydia L. Bean  
B.A., Indiana University  
M.A.G., Texas State University  
Ph.D., Texas State University

Jorge L. Botello  
B.S., University of Texas-Pan American  
M.Ed., University of Texas-Pan American

Auristela Lung  
B.A., University of Texas-Pan American  
M.A., University of Texas-Pan American

Terrence G. Miller  
B.A., University of North Dakota  
M.A., University of North Dakota

Ricardo C. Rodriguez  
B.S., University of Texas-Pan American

Communication  
Rosalinda Cantu  
B.A., University of Texas-Pan American  
M.A., University of Texas-Pan American  
Ph.D., Bowling Green State University

Moraima Cardenas  
B.A., University of Texas-Pan American  
M.A., University of Texas-Pan American

Jason J. Chapa  
B.A., University of Texas-Pan American  
M.A., Texas State University

Andrea M. Fuentes  
B.A., University of Texas-Pan American  
M.A., University of Texas-Pan American

Irma Garcia  
B.A., University of Texas-Pan American  
M.A., University of Texas-Pan American

Carmela L. Jimenez  
B.A., University of Texas-Pan American  
M.A., University of Texas-Pan American

Laura J. Nunn  
B.A., University of Texas-Pan American  
M.A., University of Texas-Pan American

Elizabeth Ortega-Hilpert  
B.A., University of Texas-Pan American  
M.A., University of Texas-Pan American

South Texas College 313
Michael J. Scales  
B.A., Indiana University  
M.A., Indiana University

Dawn D. Taylor  
A.A., Richland Community College  
B.A., Sangamon State University  
M.A., Sangamon State University

Debra S. Wyatt  
B.A., University of Texas-Pan American  
M.A., University of Texas-Pan American

Computer and Advanced Technologies

George A. Garcia  
Certificate of Completion, South Texas College  
A.A.S., South Texas College  
B.A.A.S., University of Texas-Pan American

Gustavo Garza-Cavazos  
A.A.S., Texas State Technical College  
B.A.T., South Texas College  
M.Ed., University of Texas-Brownsville/Texas Southmost College

Bruce D. Griffiths  
A.A.S., Austin Community College  
A.A., South Texas College  
B.B.A., University of Texas-Pan American

Pedro L. Pompa  
A.A.S., Texas State Technical College  
B.S., Texas A&M University-Corpus Christi  
M.Ed., Texas A&M University-Kingsville

Eliazar Ramirez  
A.A.S., Texas State Technical College

Carlos Reyes  
A.A.S., Texas State Technical College

Computer and Information Technologies (Baccalaureate Program)

Rosalba De Zenea  
A.A.S., South Texas College  
A.A.S, South Texas College  
B.A.A.S., University of Texas-Pan American  
M.S., Tarleton State University

Robert S. Ho  
B.B.A., University of Texas-El Paso  
M.B.A., New Mexico State University

Yinping Jiao  
M.S., Texas Tech University  
M.S., Texas Tech University

Saeed Molki  
B.A., Nebraska Wesleyan University  
M.S., University of Nebraska

Joseph M. Perez  
B.S., University of Texas-Pan American  
M.S., University of Texas-Pan American

Sam Y. Sung  
B.S., National Taiwan University-Taiwan  
M.S., University of Minnesota  
Ph.D., University of Minnesota

Computer Science

Nicholas Hinojosa  
A.S., South Texas College  
B.A.T, South Texas College  
M.S., University of Texas-Pan American

Yinping Jiao  
M.S., Texas Tech University  
M.S., Texas Tech University

Saeed Molki  
B.A., Nebraska Wesleyan University  
M.S., University of Nebraska

Joseph M. Perez  
B.S., University of Texas-Pan American  
M.S., University of Texas-Pan American

Samuel Reza  
A.A., Laredo Community College  
A.A.S., Laredo Community College  
B.B.A., Texas A&M International University  
M.S., Texas A&M International University

Robert Subroto Ho  
B.B.A., University of Texas at El Paso  
M.B.A., New Mexico State University

Sam Y. Sung  
B.S., National Taiwan University-Taiwan  
M.S., University of Minnesota  
Ph.D., University of Minnesota

Gabriel A. Viera  
A.A., Laredo Community College  
B.B.A., University of the Incarnate Word  
M.S., Texas A&M International University

Meng-Hung Wu  
B.S., National Central University-Taiwan  
M.S., University of Texas-Pan American  
Ph.D., University of Houston

Criminal Justice

Lisa B. Andre  
A.A., Grand Rapids Community College  
B.A. Grand Valley State University  
M.S. Grand Valley State University

James Blair  
A.A.S., Central Texas College  
A.A., Central Texas College  
B.S., Tarleton State University  
M.C.J., Tarleton State University

Rogelio Escaname  
B.C.J., University of Texas-Pan American  
M.S., University of Texas-Pan American
Jorge Fuentes
B.A., University of Texas-Pan American
M.Ed., University of Texas-Pan American
M.S.C.J., University of Texas-Pan American

Richard C. Huber
Certificate, Mount Royal College
B.S., University of Great Falls
M.S., University of Great Falls

Marc F. Hughes
B.A., Sam Houston State University
M.A., Sam Houston State University

Ferrin B.L. McMillan Jr.
B.S., Florida State University
M.S./A.J.S.
University of Phoenix

Myra J. Navarro
B.A., St. Mary’s University
M.S., Kaplan University
J.D., St. Mary’s University

Mark G. Stough
B.A., University of Alabama
M.S., University of Alabama

Culinary Arts
Angie M. Barrera
Certificate, South Texas College
Certificate, South Texas College
A.A.S., South Texas College

Erasmo Gonzalez
A.A.S., South Texas College
A.A., South Texas College
A.A.S., South Texas College

Jennifer J. Guerra
A.A.S., Culinary Institute of America
B.A.T, South Texas College

Ruben Lemus
Certificate, South Texas College
A.A.S., South Texas College

Joanna M. Villarreal
A.A.S., South Texas College

Developmental English
Laura Y. De La Viña
B.A., University of Texas-Pan American
M.A., University of Texas-Pan American

Jose J. Gonzalez
B.A., University of Texas-Pan American
M.A., Catholic University America

Jose A. Perez
B.A., Stanford University
M.A., University of Texas-Pan American

Stevan M. Schiefelbein
B.S.Ed., University of North Dakota
M.A., University of Texas-Pan American

Maria R. Tello
B.A., Texas A&M University-Kingsville
M.A., Texas A&M University-Kingsville
Ed.D., Texas A&M University-Kingsville

Xin Zuo
B.A., Changde Teachers College-China
M.Ed., Texas Tech University
Ph.D., Texas Tech University

Developmental Math
Enrique Arredondo
B.S., University of Texas-Pan American
M.S., University of Texas-Pan American

Rosana C. Carpio
B.S., Instituto Pedagogico Nacional-Peru
M.S., Texas Tech University

Pablo Cortez
B.S., St. Edward’s University
M.S., Texas A&M University

Elizandro Flores
B.S., University of Texas-Pan American
M.S., University of Texas-Pan American

Javier Garcia
B.S., University of Texas-Pan American
M.Ed., University of Texas-Pan American

Maria Del Carmen M. Garcia
B.S., University of Texas-Pan American
M.Ed., University of Texas-Pan American

Richard G. Getso
B.S., University of Texas-Pan American
M.S., University of Texas-Pan American

Masood Haidarasl
B.S., Texas A&M University-Kingsville
M.S., Texas A&M University-Kingsville
M.Ed., Texas A&M University-Kingsville

Juan J. Ibarra
B.S., University of Texas-Pan American
M.S., University of Texas-Pan America

Armando A. Lopez
B.S., University of Texas-Pan American
M.S., University of Texas-Pan American

David Lung
B.S., University of Texas-Pan American
M.S., University of Texas-Pan American

Pedro A. Paz
B.S., University of Texas-Brownsville/Texas Southmost College
M.S., University of Texas-Brownsville/Texas Southmost College
M.Ed., University of Texas-Brownsville/Texas Southmost College

Marco R. Rodriguez
B.S., University of Texas-Pan American
M.S., University of Texas-Pan American
Matea Vasquez-Solis  
B.S., University of Texas-Pan American  
M.S., University of Texas-Pan American  

Developmental Reading  
Anna B. Alaniz  
B.I.S., University of Texas-Pan American  
M.Ed., University of Texas-Pan American  

Romaldo G. Dominguez  
B.S., University of Maryland  
M.Ed., University of Texas-Pan American  

Tanya H. Masso  
B.S., University of Texas at Austin  
M.Ed., University of Texas-Pan American  

Tammi J. Naumann  
B.A., Concordia College  
B.A., Concordia College  
M.Ed., University of Texas-Pan American  

Aleli San Pedro Remigio  
B.A., Laguna College of Business/Art-Philippines  
M.Ed., University of Texas-Pan American  

Adalia M. Reyna  
B.S., University of Texas-Pan American  
M.Ed., University of Texas-Pan American  

Florinda Rodriguez  
B.A., University of Texas-Pan American  
M.Ed., University of Texas-Pan American  

Joy L. Wells  
B.A., Michigan State University  
M.Ed., University of Texas-Pan American  

Diesel Technology  
Fred Barrera  
Certificate, South Texas College  
A.A.S., South Texas College  
B.B.A., University of Texas-Pan American  

Aaron Moreno  
A.A.S., South Texas College  

Manuel Niño  
Certificate, South Texas College  
A.A.S., Amarillo College  

Ruben R. Pompa  
Certificate, South Texas College  
A.A.S., South Texas College  

Paul K. Scoville  
A.A.S., Indian Hills Community College  

Drama  
Marcela Garza  
B.A., University of Texas-Pan American  
M.A., University of Texas-Pan American  

Joel J. Rodriguez  
B.A., University of St. Thomas  
M. Religious Ed., University of St. Thomas  
M.F.A., University of Texas-Austin  

Economics  
Minerva Aguilara  
B.B.A., University of Texas-Pan American  
M.B.A., University of Texas-Pan American  
M.S.N., University of Texas-Brownsville/Texas Southmost College  
Ph.D., University of Texas at Tyler  

Ruby C. Campuzano  
B.B.A., University of Texas-Pan American  
M.S., University of Texas-Pan American  

Lyudmyla V. Dickinson  
B.S., Chernivtsi State University-Ukraine  
M.S., Chernivtsi State University-Ukraine  

Salvador A. Martinez  
B.S., Weber State University  
Ph.D., University of Florida  

Kevin M. Peek  
B.A., University of Nevada-Reno  
M.S., University of Nevada-Reno  
Ph.D., University of Nevada-Reno  

Oscar A. Plaza  
B.A., Universidad De Chile-Chile  
M.A., Universidad De Chile-Chile  
M.A., Iliff School of Theology  
M.A., University of Denver  
Ph.D., University of Denver  

Teo E. Sepulveda  
B.S., University of Texas-Pan American  
M.S., Georgia Southern University  

Bimal Soti  
M.A., Central Michigan University  
Ph.D., Florida International University  

Jing Zhu  
B.I.T., Nankai University-China  
M.B.A., University of Texas-Pan American  

Education  
Liza E. Gonzalez  
B.A., University of Texas-Pan American  
M.A., University of North Texas  
Ed.D., Texas A&M University-Kingsville  

Sandra Ledesma  
B.A., University of Texas-Pan American  
M.Ed., Capella University  
Ph.D., Capella University  

Juan R. Ramirez  
B.A., University of Texas-Pan American  
M.A., University of Texas-Pan American  
Ph.D., Texas A&M University-Kingsville
Ana M. Riojas  
A.A.S., South Texas Community College  
B.S., University of Texas-Pan American  
M.Ed., University of Texas-Pan American  

Rene R. Zuniga  
B.B.A., University of Texas-Pan American  
M.Ed., University of Texas-Pan American  
Ed.D., University of Texas-Rio Grande Valley  

Electrician Technology  
Christina A. Aguilar  
Certificate, South Texas College  
A.A.S., South Texas College  

Ricardo Olivarez  
Certificate, South Texas College  
A.A.S., South Texas College  

Daniel Sanchez  
Certificate, South Texas College  
Certificate, South Texas College  
A.A.S., South Texas College  

Felix Sandoval  
B.S., University of Texas-Pan American  

Emergency Medical Technology  
Joseph A. Archer  
A.A.S., South Texas College  
B.S., University of Texas-Pan American  

Adriana Benson  
Certificate, South Texas College  
Certificate, South Texas College  
A.A.S., South Texas College  

Janelle S. Billings  
A.A.S., South Texas College  
B.S.C.J., University of Texas-Brownsville/Texas Southmost College  

Henry Cortez  
Certificate, South Texas College  
A.A.S., South Texas College  
A.A.S., South Texas College  

Edgar Flores  
A.A.S., South Texas College  

Miriam Garza  
Certificate, South Texas College  
Certificate, South Texas College  
A.A.S., South Texas College  
B.A.T., South Texas College  

Roberto Gonzalez  
A.A.S., South Texas College  
B.S., University of Texas-Pan American  
D.M., Universidad Mexico Americana Del Norte-Mexico  

David M. Martinez  
A.A.S., South Texas College  

Steven D. Miller  
A.A.S., South Texas College  

Carlos E. Tello  
A.A.S., South Texas College  
A.A.S., South Texas College  

Engineering  
Eduardo Benavides  
B.S., University of Texas-Arlington  
M.S., University of Texas-Arlington  

Rommel Garza  
B.S., University of Texas-Pan American  
M.S., University of Texas-Pan American  
M.S., University of Texas-Pan American  

Martin W. Knecht  
A.E.S., Lincoln Land Community College  
B.S., University of Illinois-Urbana  
M.S., University of Illinois-Urbana  
M.S.E., University of Texas-Pan American  

English  
Liana Andreasen  
B.A. Universitatea “AL. I. Cuzaquot  
IASH-Romania  
M.A. Salisbury University  
Ph.D., State University of New York-Binghamton  

Robin P. Andreasen  
B.A., State University of New York-Binghamton  
M.A., State University of New York-Binghamton  

Robin A. Bell  
B.A., University of Texas-Pan American  
M.A., University of Texas-Pan American  

Evaristo Bocanegra  
B.A., University of Texas-Pan American  
M.A., University of Texas-Pan American  

Colleen C. Brooks  
B.A., Texas A&M University-Corpus Christi  
M.A., Texas A&M University-Corpus Christi  

Carolyn G. Burks  
B.A., University of Texas-Pan American  
M.A., University of Texas-Brownsville/Texas Southmost College  
Ed.D., University of Houston  

Dana Cantu  
B.A., Western Illinois University  
M.A., Western Illinois University  
Ed.D., Arkansas State University  

Darci A. Cather  
A.A., Lake Land College  
B.A., University of Illinois at Urbana-Champaign  
M.A., University of Montana  

Joshua J. Chapa  
B.A., University of Texas-Pan American  
M.F.A., Texas State University
Isaac Chavarria
B.A., University of Texas-Pan American
M.F.A., University of Texas-Pan American

Richard Coronado
B.A., University of Texas-Pan American
M.S., University of Texas-Pan American

Kimberlee M. Etherington
B.A., University of Texas-Pan American
M.A., University of Texas-Pan American

Tom J. Fuschetto
B.A., Rutgers University
M.A., Texas State University
M.A., University of Texas-Pan American

Maricela Garcia
B.A., University of Texas-Austin
M.A., University of Texas-Pan American

Mayra P. Garcia
B.A., Texas A&M University-Corpus Christi
M.A., Texas A&M University-Corpus Christi

Patrick A. Garcia
B.A., University of Texas-Pan American
M.A., University of Texas-Pan American

Erika M. Garza
B.A., University of Texas-Pan American
M.F.A., University of Texas-Pan American

Joseph D. Haske
B.A., Lake Superior State University
M.A., Bowling Green State University
M.F.A., University of Texas-Pan American

Clarissa R. Hayden
A.A., Lake Land College
B.A., Eastern Illinois University
M.A., Eastern Illinois University

Silvia E. Herrera
B.A., University of Texas-Pan American
M.A., University of Texas-Pan American

Jonathan T. Jones
B.A., Luther College
M.Div., Wartburg Theological Seminary
M.A., University of Texas-Brownsville/Texas Southmost College

Jennifer A. Knecht
B.A., University of Texas-Pan American
M.A., University of Texas-Pan American

Jose R. Martinez Jr.
B.A., University of Texas-Pan American
M.A., University of Texas-Pan American
M.F.A., University of Texas-Pan American

Evashisha Masilamony
B.A., North Eastern Hill University-India
M.A., North Eastern Hill University-India
Ph.D., University of Pune-India

Daniel M. Mendoza
B.A., University of Texas-Pan American
M.S., University of Houston-Victoria
M.F.A., University of Texas-Pan American

Brett J. Millan
B.A., University of Texas-Pan American
M.A., University of Texas-Pan American
M.A., University of Texas-Pan American
Ed.D., Texas A&M University-Kingsville

Rebecca O. Millan
B.A., University of Texas-Pan American
M.A., University of Texas-Pan American
M.S., University of Texas-Pan American
Ed.D., Texas A&M University-Kingsville

Marcia Mitchell
B.A., University of Texas-Pan American
M.A., University of Texas-Pan American
M.Ed., Texas A&M University-Kingsville
Ed.D., University of Houston

Stephen D. Morrison
B.A., University of Arizona
M.F.A., University of Arizona
Ph.D., Texas Tech University

David R. Moyle
B.A., Kent State University
M.A., Kent State University

Elizabeth Munoz
B.S., University of Texas-Pan American
M.A., University of Texas-Pan American

Sharmila Nambiar
B.S., University of Delhi-India
M.A., Panjab University-India
M.A., University of Texas at Arlington

David A. Oakes
B.A., Texas A&M University
M.A., Lehigh University
Ph.D., Texas Christian University

Juan Ochoa
B.A., University of Texas-Pan American
M.A., University of Texas-Pan American
M.F.A., University of Texas-Pan American

Lanesa A. Poulton
B.A., Emporia State University
M.A., Emporia State University
M.L.S., Emporia State University

Christopher T. Richardson
B.A., Webster University
M.A., University of Missouri-St. Louis
Ed.D., University of Missouri-St. Louis

Johanna Rios
A.A., South Texas College
B.A., University of Texas-Pan American
M.A., University of Texas-Pan American

Jessica S. Schnee
B.A., Randolph-Macon Woman’s College
M.A., University of Chicago
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<tr>
<th>Name</th>
<th>Degrees</th>
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<td>Marisa R. Taylor</td>
<td>B.A., University of North Carolina-Greensboro</td>
<td>M.F.A., University of Montana</td>
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<tr>
<td></td>
<td><strong>Fine Arts</strong></td>
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<td>Lisa Patricia H. Ballinger</td>
<td>B.A., Trinity University</td>
<td>M.A., University of Denver</td>
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<td>Rachael E. Brown</td>
<td>B.A., Indiana University</td>
<td>M.A., University of Illinois-Urbana</td>
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<td>M.F.A., University of Texas-Pan American</td>
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<tr>
<td>Kyle A. Chaput</td>
<td>B.F.A., Fort Hays State University</td>
<td>M.F.A., Texas A&amp;M University-Corpus Christi</td>
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<tr>
<td>Gregory N. England</td>
<td>B.F.A., Savannah College of Art and Design</td>
<td>M.F.A., Memphis College of Art</td>
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<td>David M. Freeman</td>
<td>B.F.A., Memphis Academy of Arts</td>
<td>M.F.A., University of Texas-San Antonio</td>
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<td>Eduardo J. Garcia</td>
<td>B.A., University of Texas-Pan American</td>
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<td>Christopher P. Leonard</td>
<td>B.F.A., University of Northern Iowa</td>
<td>M.F.A., University of Texas-Pan American</td>
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<td>Phyllis Leverich</td>
<td>B.A., University of Houston-Clear Lake</td>
<td>M.A., Sam Houston State University</td>
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<td>M.F.A., West Virginia University</td>
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<td>Thomas L. Matthews</td>
<td>B.S., Belmont College</td>
<td>M.F.A., Texas Tech University</td>
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<td>Daniel T. McInnis</td>
<td>B.A., Angelo State University</td>
<td>M.F.A., Brigham Young University</td>
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<td>Charles E. Neumann</td>
<td>B.F.A., Texas State University</td>
<td>M.F.A., Texas Tech University</td>
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<td>Scott L. Nicol</td>
<td>B.A., Austin College</td>
<td>M.F.A., University of Texas-San Antonio</td>
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<td>Pedro J. Perez Suarez</td>
<td>B.A., Iowa State University</td>
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<td>B.S., Iowa State University</td>
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<tr>
<td>Richard L. Smith</td>
<td>B.F.A., Texas A&amp;M University-Corpus Christi</td>
<td>M.F.A., Texas Christian University</td>
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<td><strong>Fire Science</strong></td>
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<td>Victor Fonseca</td>
<td>Certificiate, Texas State Technical College</td>
<td>A.A.S., South Texas College</td>
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<td>Jorge L. Jalomo</td>
<td>A.A.S., South Texas College</td>
<td>A.A.S., South Texas College</td>
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<td><strong>Health and Medical Administrative Services</strong></td>
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<tr>
<td>Norma Longoria</td>
<td>B.S., University of Texas-Pan American</td>
<td>M.Ed., Texas A&amp;M University</td>
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<tr>
<td>Irma Rodriguez</td>
<td>B.S., Incarnate Word University</td>
<td>M.Ed., Texas A&amp;M University-Kingsville</td>
</tr>
<tr>
<td>Maria E. Rosas</td>
<td>Certificate, Public Health-Texas A&amp;M University-Health Science Center</td>
<td>M.D., Universidad Valle Del Bravo-Mexico</td>
</tr>
<tr>
<td>Rose E. Solis</td>
<td>A.A.S., South Texas College</td>
<td>B.S., University of Cincinnati</td>
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<tr>
<td>Marina T. Villalobos</td>
<td>A.A.S., South Texas College</td>
<td>O.D., University of Houston</td>
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<tr>
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<td><strong>Health Care Student Success</strong></td>
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<tr>
<td>David Ayala</td>
<td>B.S., University of Texas - Pan American</td>
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<tr>
<td>Nestar Rios</td>
<td>D.M., Universidad Autonomos de Guadalajara</td>
<td></td>
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<tr>
<td>Antonio Santiago Nunez</td>
<td>A.A., Universidad De Puerto Rico-En Aguadilia-Puerto Rico</td>
<td>D.M, Universidad Del Noreste-Mexico</td>
</tr>
<tr>
<td>Sonya J. Sinsebox</td>
<td>B.S., Keuka College</td>
<td></td>
</tr>
<tr>
<td>Wayne K. Williams</td>
<td>B.R., Briercrest Bible Institute</td>
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<td>M.A., Briercrest Bible College</td>
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<td>M.A.C., Briercrest Bible Seminary</td>
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<td><strong>Heating, Ventilation, Air Conditioning and Refrigeration Technology</strong></td>
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<tr>
<td>Jorge S. Martinez</td>
<td>Certificate, South Texas College</td>
<td>A.A.S., South Texas College</td>
</tr>
<tr>
<td>Rolando S. Noriega</td>
<td>A.A.S., Texas State Technical College</td>
<td></td>
</tr>
</tbody>
</table>
Arnoldo Perez  
A.A.S., Texas State Technical College

Esteban Quintero  
A.A.S., South Texas College

Guadalupe V. Sanchez  
A.A.S., Texas State Technical College

Arturo Zamarrripa  
A.A.S., Texas State Technical College

History

Benjamin M. Allen  
B.A., Louisiana State University-Shreveport  
M.A., Louisiana Tech University  
Ph.D., University of Texas-Arlington

James B. Barrera  
B.A., Texas A&M University  
M.A., University of Texas-El Paso  
Ph.D., University of New Mexico

Patricia A. Blaine  
B.A., Fort Hays State University  
M.A., Arizona State University  
Ph.D., Arizona State University

Judd H. Burton  
B.A., Hardin Simmons University  
M.A., Texas Tech University  
Ph.D., Texas Tech University

William Carter  
B.A., University of Texas-Pan American  
M.A.I.S., University of Texas-Pan American  
Ph.D., Arizona State University

Christopher R. Davis  
B.A., Oklahoma Baptist University  
M.A., University of Oklahoma  
Ph.D., University of Oklahoma

Robert F. DeGarimore  
B.S., University of Idaho  
B.A., University of Idaho  
M.A., University of Idaho

Rainlilly Elizondo  
B.A., Texas A&M University-College Station  
M.A., Texas Tech University  
Ph.D., Texas A&M University-College Station

Frederick R. Garcia  
B.A., University of Texas-Pan American  
M.A., University of Texas-Pan American

Laura M. Gomez  
B.A., University of Texas-Pan American  
M.A., University of Texas-Pan American

Victor Gomez  
A.A., South Texas College  
B.A., University of Texas-Pan American  
M.A., University of Texas-Pan American

Trinidad O. Gonzales  
B.A., University of Texas-Pan American  
M.A., University of Texas-Pan American  
Ph.D., University of Houston

Robert Sean Kennedy  
B.A., California State University-Chico  
M.A., California State University-Chico

Annie P. Liss  
B.S., Vanderbilt University  
M.A., University of Iowa: Ph.D., University of Iowa

Jaclyn J. Miller  
M.A., University of Kansas  
Ph.D., University of Kansas

Elizandro Munoz  
A.A., University of Texas-Brownsville/Texas Southmost College  
B.A., University of Texas-Brownsville/Texas Southmost College  
M.A.I.S., University of Texas-Brownsville/Texas Southmost College

Gilberto Reyes Jr.  
B.A., University of Texas-Pan American  
M.A., University of Texas at San Antonio

John S. Rice  
B.S.E.D., Baylor University  
M.A., California State University  
M.A., University of Texas-Pan American

Joel B. Rodriguez  
B.A., University of Texas-Pan American  
M.A., University of Texas-Pan American

Jodi L. Sabin  
A.A., Riverland Community College  
B.S., University of Wisconsin-River Falls  
M.A., University of Wisconsin-Eau Claire

John R. Terry  
B.A., St. Cloud State University  
M.A., St. Cloud State University

Alfonso F. Uribe  
B.A., Texas A&M University-College Station  
M.A., University of Texas-San Antonio

Human Resources

Ricardo R. Olivares  
A.A., Vincennes University  
B.A., Columbia College  
M.A., University of the Incarnate Word  
M.S., Troy University

Information Technology

Meliton Hinojosa  
A.S., Community College of the Air Force  
B.A.A.S., Texas A&M University-Kingsville  
M.S., Texas A&M University-Corpus Christi
Adolfo Lozano
A.A.S., Del Mar College
B.S., Texas A&M University-Corpus Christi
M.S., Texas A&M International University

Gabriela E. Pena
B.S., Texas A&M University-Kingsville

Patricia Pomares
B.A.A.S., Texas A&M International University
M.Ed., University of Texas-Pan American

Maby A. Rosenbaum
B.S., University of Texas-Pan American

Francisco Salinas
A.A., South Texas College
A.A.S., South Texas College
B.A.A.S., University of Texas-Pan American
M.S.I.T., University of Texas-Pan American

Angela Elizondo Teniente
B.B.A., University of Texas-Pan American
M.S., University of Texas-Pan American

Norma L. Zaragoza
B.B.A., University of Texas-Pan American
M.S., University of Texas-Pan American

Kinesiology
Brent Angangan
A.A., Reedley College
B.S., California State University-Fresno
M.A., California State University-Fresno

Brenda L. Ayala
B.S.W., University of Texas-Pan American
M.Ed., University of Texas-Pan American

Rebecca De Los Santos
B.S., University of Texas-Pan American
M.Ed., University of Texas-Pan American
Ed.D., University of Phoenix

Roberto Martinez
B.S., University of Texas-Pan American
M.Ed., University of Texas-Pan American
M.S., University of Texas-Pan American

Rodrigo Martinez
B.S., University of Texas Rio Grande Valley
M.S., University of Texas Rio Grande Valley

Mathematics
Terutake Abe
B.S., University of Tokyo-Japan
M.A., State University of New York-Buffalo
M.A., John Hopkins University
Ph.D., John Hopkins University

Hanan T. Amro
B.A., Edinboro University of Pennsylvania
M.S., Kansas State University
Ph.D., Texas A&M University

Jonathan W. Bell
B.S., University of Texas-Pan American
M.S., University of Texas-Pan American

Sunmi Yoo Brown
B.Ed., Korea National University of Education
M.S., University of Texas-Brownsville/Texas Southmost College

Rafael M. Chavarria
B.S., University of Toledo
M.S., Texas A&M University-Kingsville
M.S., University of Texas-Pan American

Veronica E. Dominguez
B.S., University of Texas-Pan American
M.S., University of Texas-Pan American

Reid Etheridge
B.S., University of Texas-Pan American
M.S., University of Texas-Pan American

Mahmoud Fath El Den
B.S., University of Cairo-Egypt
M.A., Arizona State University
Ph.D., Arizona State University

Eric J. Garcia
B.S., University of Texas-Brownsville/Texas Southmost College
M.S., University of Texas-Pan American

John G. Garcia
A.S., South Texas College
B.S., University of Texas-Pan American
M.S., University of Texas-Pan American

Juan C. Gaytan
B.S., University of Texas-Pan American
M.S., University of Texas-Pan American

Rosa E. Gutierrez
A.S., South Texas College
B.S., University of Texas-Pan American
M.S., University of Texas-Pan American

Mehran Hassanpour
B.S., Jackson State University
M.A., Mississippi State University
Ph.D., University of North Texas

Huaien Li
B.S., Sichuan Union University-China
Ph.D., Sichuan Union University-China

Juan Luna
B.S., University of Texas-Pan American
M.S., University of Texas-Pan American

Todd P. Meisel
B.S., University of Texas-Pan American
M.S., University of Texas-Pan American

Daniel A. Montez
B.S., University of Texas-Pan American
M.S., University of Texas-Pan American
Mario J. Morin  
B.S., University of Texas-Pan American  
M.S., University of Texas-Pan American  

Christopher J. Neely  
B.S., University of Texas-Austin  
M.A., University of Texas-Austin  

Lazaro Pena  
B.E.T., Universidad Autonoma De Nuevo Leon-Mexico  
B.S., Universidad Autonoma De Nuevo Leon-Mexico  
M.S.E., University of Texas-Pan American  
M.S., University of Texas-Pan American  

Aida G. Punsalan  
B.S., Adamson University-Philippines  
M.S., University of Santo Thomas-Philippines  
M.S., University of Texas-Pan American  

Lily R. Rai  
B.Ed., University of Bombay-India  
M.S., Dalhousie University-Canada  
M.A., Dalhousie University-Canada  

Nayef M. Shaath  
B.S., Texas A&M University-Kingsville  
M.S., Texas A&M University-Kingsville  

Mohamed E. Werfelli  
M.S., Carnegie-Mellon University  
Ph.D., New Mexico State University  

Wei Yin  
B.S., Huazhong Normal University  
M.S., University of Texas-Pan American  

Medical Assistant Technology  
Melissa Gauna  
A.S., South Texas College  
B.A.T., South Texas College  

Abigail A. Rodriguez  
B.S., University of Texas-Pan American  
B.S., University of Texas Medical Branch-Galveston  

Laura Singleterry  
Certificate, South Texas College  
A.A.S., South Texas College  
B.A.T., South Texas College  

Medical & Health Services Management (Baccalaureate Program)  
Edwin J.S. Tamayo  
B.A., Northern Christian College-Philippines  
M.S., Adventist University of the Philippines-Philippines  
Ph.D., University of the Philippines-Philippines  

Music  
William W. Buhidar  
B.A., University of Texas-Pan American  
M.M., University of Texas-Pan American  

Daniel P. Cather  
B.M., Eastern Illinois University  
M.A., Eastern Illinois University  

Benjamin R. Coy  
B.M., Roosevelt University  
M.M., Northwestern University  
D.M.A., Ohio State University  

Jaime A. Garcia  
B.A., University of Texas-Pan American  
M.M., University of Texas-Pan American  

Michael A. Gersten  
B.M., University of Kansas  
M.M., University of Kansas  

Sharon O'Leary  
B.S., Missouri Western State College  
M.M., University of Missouri-Columbia  

Ronald F. Schermerhorn  
B.M., University of Texas-Arlington  
M.M., University of Louisiana  

Occupational Therapy Assistant  
Celina Casas  
A.A.S., South Texas College  
B.A.T., University of Texas-Brownsville/Texas Southmost College  
M.S., University of Texas-Pan American  
D.O.T., Rocky Mountain University  

Maria Elena Galvan  
B.S., Texas Woman’s University  
M.Ed., Texas A&M University-Kingsville  

Layman D. Miller  
B.A., University of Texas-Pan American  
M.B.A., University of Texas-Pan American  

Office Administration  
Andres A. Garza  
B.I.S., University of Texas-Pan American  
M.Ed., University of Texas-Brownsville/Texas Southmost College  

Iris Jasso  
B.B.A., University of Texas-Pan American  
M.Ed., University of Texas-Brownsville/Texas Southmost College  

Socorro B. Morales  
A.A.S., Texas State Technical College  
B.B.A., University of Texas-Pan American  

Ernesto O. Pena  
A.A., South Texas College  
B.A.T., South Texas College  

Organizational Leadership (Baccalaureate Program)  
Rosemond Ann Moore  
B.S., Purdue University  
M.B.A., Indiana University  
Ph.D., University of Texas-Rio Grande Valley  

322 Administrators and Faculty
Paralegal
Jaime Morales
B.A., Wabash College
J.D., University of Texas at Austin

Patient Care Assistant
Magdalena Handy
A.A.S., South Texas College

Sharon M. Rice
Certificate, Trot School of Nursing
A.A.S., South Texas College

Felisa A. Saenz
A.S., South Texas College
A.A.S., South Texas College

Corina Sauceda
A.A.S., South Texas College

Gabriel Vallejo
B.S.N., University of Texas Brownsville/Texas and Southmost College
M.S.N., University of Texas Rio Grande Valley

Pharmacy Technology
David M. Castro
B.S., University of Texas-Austin
M.B.A., University of Texas-Pan American

Theresa L. Garza
B.S., Auburn University
Pharm.D., Auburn University

Roger Rodriguez
Certificate, South Texas College
A.A.S., South Texas College

Philosophy
Lee A. Basham
B.A., University of Nebraska-Lincoln
M.A., University of Oklahoma
Ph.D., University of Oklahoma

Dominic B. Braune
B.A., University of Washington
M.A., University of Washington
M.A., Drew University

Debby D. Hutchins
B.A., Sam Houston State University
Ph.D., Boston College

Jeffrey T. McBride
B.A., Oklahoma State University
M.A., University of Oklahoma

Andres Molina Ochoa
M.A., Binghamton University
Ph.D., Binghamton University

Christopher A. Nelson
B.A., California State University at Sacramento
M.A., Southern Illinois University at Carbondale
Ph.D., Southern Illinois University at Carbondale

Theresa J. Norman
B.A., Southern Illinois University-Edwardsville
M.A., Southern Illinois University-Edwardsville

Aaron B. Wilson
B.A., Boston University
M.A., University of Miami
Ph.D., University of Miami

Physical Science
Jose L. Cortez
B.S., Texas A&M University-Kingsville
M.S., Texas A&M University-Kingsville
M.S., University of Michigan-Ann Arbor
Ph.D., University of Michigan-Ann Arbor

Carl D. Doney
B.S. University of Louisiana-Monroe
M.S., University of Louisiana-Monroe

Mahmoud A. Gassem
B.S., University of Tennessee at Chattanooga
M.A., University of Mississippi

Jeremy Hinck
A.S., Dutchess Community College
B.S., University of Albany-SUNY
M.S., University of Albany-SUNY

Noel L. Punsalan
B.S., Mapua Institute of Technology, Philippines
M.S., Angeles University Foundation-Philippines
M.S., University of Texas-Pan American

Physical Therapist Assistant
Arlene P. Garcia
A.A.S., Houston Community College

Diana E. Hernandez
B.S., Texas Woman’s University
M.Ed., Texas A&M University-Kingsville

Sharlene Polvado
A.A.S., South Texas College

Physics
Pramod Lamichhane
M.S., Wayne State University
Ph.D., Wayne State University

Louis Lee
B.S., California State Polytechnic University
M.S., California State University-Long Beach

Mario A. Lopez
B.S., University of Texas-Pan American
M.S., University of Washington

Ravindra C. Nandigam
B.S., Osmania University-India
M.S., Osmania University-India
Ph.D., University of Texas-El Paso
Saiyid F. Wahid  
B.S., Northeastern University  
M.S., Northeastern University  
Ph.D., Northeastern University

Guanghua Xu  
B.S., Zhongshan University-China  
M.S., University of California-Riverside  
Ph.D., University of California-Riverside

Police Academy

Victor Valdez  
A.A.S., South Texas College

Roberto Vela  
B.S.C.J., University of Texas-Pan American

Robert C. Ballinger  
B.A., University of Cincinnati  
M.A., University of Denver  
Ph.D., Syracuse University

Jeffrey C. Berry  
B.S., Moorhead State College  
M.S., Troy State University

Jose A. Bocanegra  
A.A.S., University of Texas-Brownsville/Texas Southmost College  
A.A., University of Texas-Brownsville/Texas Southmost College  
A.A., University of Texas-Brownsville/Texas Southmost College  
B.A., University of Texas-Brownsville/Texas Southmost College  
B.S., University of Texas-Brownsville/Texas Southmost College  
M.A.I.S., University of Texas-Brownsville/Texas Southmost College

Alexander M. Burton  
B.A., State University of New York-New Paltz  
M.A., The Graduate Center-City University of New York

Fred C. Cady  
B.A., University of Texas-El Paso  
M.A., University of Texas-Austin  
M.P.A., University of Texas-El Paso

Jennifer B. Clark  
B.A., University of Sheffield  
M.A., Southwest Texas State University

Adan Contreras  
B.A., Texas A&M University  
M.S., Texas A&M University

Mark A. Gadson  
B.S., Northern Michigan University  
M.P.A., Northern Michigan University

Kenna S. Giffin  
B.A., University of Kansas  
B.S., University of Kansas  
B.M., University of North Texas  
M.A., Texas Woman’s University  
M.A., Texas Woman’s University  
J.D., University of Houston

William L. Greene  
B.A., University of North Carolina-Asheville  
M.A., University of North Carolina-Greensboro

Darrold T. Guinn  
B.J., University of Texas-Austin  
M.B.A., Texas A&M International University  
M.A., Texas A&M University-Kingsville

Yolanda G. Hake  
B.A., University of Texas-Pan American  
M.C.R.F., Harvard University

Kevin T. Holton  
B.A., University of Texas-Austin  
M.A., Baylor University  
Ph.D., Baylor University

Jerry J. Inmon  
B.A., Sam Houston State University  
M.A., Sam Houston State University

Christopher R. Marshall  
B.S., University of Utah  
M.A., Western Illinois University  
J.D., Brigham Young University

Larry B. McElvain  
B.A., University of Colorado  
M.A., University of New Mexico

Mark R. Murray  
A.A., Saddleback College  
B.A., California State University  
M.A., San Diego State University

Kirk M. Neckel  
B.B.A., Sam Houston State University  
M.A., Sam Houston State University

Ayodyi O. Ogundele  
B.A., Concordia University  
M.A., University of North Texas  
Ph.D., University of North Texas

Darrial Reynolds  
B.A., Idaho State University  
B.A., New Mexico Highlands University  
M.H.E., Idaho State University  
D.A., Idaho State University

Pooja Rishi  
M.A., University of Delaware  
Ph.D., University of Delaware

Mark A. Schuler  
B.A., University of Missouri-Columbia  
M.A., University of Missouri-St. Louis  
Ph.D., University of Missouri-St. Louis
Bryan H. Smith  
B.A., University of Alberta-Canada  
M.A., Fordham University  
Ph.D., Fordham University  

Anthony G. Squiers  
M.A., Western Michigan University  
Ph.D., Western Michigan University  

Ana R. Sverdlick  
M.S., Rutgers University  
Ph.D., Rutgers University  

Rogerio J. Zapata  
B.A., Sam Houston State University  
M.A., Sam Houston State University  

Psychological Science  

Blake H. Armstrong  
A.A., San Jacinto Community College  
B.S., University of Houston-Clear Lake  
M.A., New School for Social Research  
Ph.D., California School of Professional Psychology  

Pedro Cantu  
B.A., Texas A&M University-Kingsville  
M.S., Texas A&M University-Kingsville  

Carlo Gonzalez  
B.S., University of Texas-Pan American  
M.A., New Mexico State University  

Paul L. Gonzalez  
B.A., University of Texas-Pan American  
Ph.D., University of Texas Southwestern Medical Center-Dallas  

Janene L. Israel  
B.S., University of Northern Iowa  
M.Div., Emory University  
Ph.D., Northcentral University  

Linda S. Jackson  
B.A., Indiana University of Bloomington  
M.Ed., University of Texas-Pan American  
M.A., University of Texas-Pan American  
Ph.D., Walden University  

Sandra Moreno  
B.A., Texas A&M University-Kingsville  
M.S., Texas A&M University-Kingsville  

Jennifer D. Reid  
B.S., Texas A&M University-College Station  
M.A., University of Houston-Clear Lake  
M.A., Rutgers State University of New Jersey  
Ph.D., Rutgers State University of New Jersey  

Eric L. Reittinger  
B.S., Utah State University  
Ph.D., University of Minnesota  

Orlando Rodriguez  
B.S., University of Texas-Pan American  
M.A., University of Texas-Pan American  
Ph.D., Walden University  

Jose A. Sanchez  
B.A., University of Texas-Pan American  
M.Ed., University of Texas-Pan American  
Ph.D., Texas A&M University-College Station  

Alejandro Sarabia  
B.A., University of Texas-Pan American  
M.A., University of Texas-Pan American  

Wilfrido E. Sarabia  
B.A., University of Texas-Pan American  
M.A., University of Texas-Pan American  

David L. Shepard  
B.S., University of North Texas  
M.A., Southern Methodist University  

Liza Veliz  
B.S., University of Texas-Pan American  
M.A., University of Texas-Pan American  

Timothy R. Weber  
A.A., Concordia Lutheran College-Ann Arbor  
B.A., Concordia University-River Forest  
M.A., University of Texas-Pan American  

Public Administration  

Diana Lucio  
B.A., University of Texas-Arlington  
M.P.A., Baruch College  

Radiologic Technology  

Claudia J. Arteaga  
A.A.S., South Texas College  

Crystal Bird  
A.A.S., South Texas College  
B.S., Midwestern State University  
MA., Trident University International  

Mildred Marroquin  
A.A., Laredo Community College  
A.A.S., South Texas College  

Eunice T. Sauceda  
A.A.S., South Texas College  
A.A.S., University of Texas-Brownsville/Texas Southmost College  
A.A., South Texas College  
B.A.T., South Texas College  

Respiratory Therapy  

Darcy Carpenter  
A.A.S., University of Texas-Brownsville/Texas Southmost College  
B.A.T., University of Texas-Brownsville/Texas Southmost College  

Betty Chong-Menard  
A.A.S., Texas Southmost College  
A.A.S., University of Texas-Brownsville/Texas Southmost College  
B.A.T., University of Texas-Brownsville/Texas Southmost College  
M.Ed., University of Texas-Brownsville/Texas Southmost College  

South Texas College  
325
Rosa L. Cuellar  
A.A.S., University of Texas-Brownsville/Texas Southmost College  
A.A.S., Del Mar College  
B.A.T., University of Texas-Brownsville/Texas Southmost College  
Gabriel Pena  
A.A.S., University of Texas-Brownsville/Texas Southmost College  
B.A.T., University of Texas-Brownsville/Texas Southmost College  
M.S., Texas A&M University-Kingsville  
Ramsey L. Rodriguez  
B.S., Texas Southern University  
M.P.A., University of Texas-Pan American  

Social Work
Robert S. Luckett  
A.S., Trident Technical College  
B.S., College of Charleston  
M.S.W., University of South Carolina  
Noel A. Ysasi  
B.A., University of Texas-Pan American  
M.Ed., University of Texas-Pan American  

Sociology
David Arizmendi  
B.A., University of Texas-Pan American  
M.S., University of Texas-Pan American  
Jenny L. Chamberlain  
B.A., Brigham Young University  
M.S., Brigham Young University  
Marcie De La Cruz  
B.A., University of Texas-Pan American  
M.S., University of Texas-Pan American  
Sylvia L. Flores  
A.A., South Texas College  
B.A., University of Texas-Pan American  
M.A., Texas A&M International University  
Nihan Kayaardi Hinojosa  
M.S., University of Texas-Pan American  
Ph.D., Texas Women’s University  
Rolando R. Longoria  
B.A., Standford University  
M.A., University of California Santa Barbara  
Ph.D., University of California Santa Barbara  
Royal Loresco  
B.A., California State University-Long Beach  
M.A., California State University-Fullerton  
Ph.D., Capella University  
Eric J. Moeller  
B.A., Concordia Seminary  
M.D., Concordia Seminary  
M.A., University of Chicago  
Ph.D., University of Chicago

Technology Management (Baccalaureate Program)
Benito Garza  
B.S., University of Texas-Pan American  
M.Ed., University of Texas-Pan American  
M.Div., Capella University  
Oscar Plaza  
B.A., Universidad de Chile-Chile  
M.A., Iliff School of Theology  
M.A., Universidad de Chile-Chile  
M.A., University of Denver  
Ph.D., University of Denver  
Meng-Hung Wu  
B.S., National Central University-Taiwan  
M.S., University of Texas-Pan American  
Ph.D., University of Houston

Vocational Nursing
Maria D. Alonzo  
A.A.S., University of Texas-Pan American  
Zelda F. Colegado  
B.S., Philippine Union College-Philippines  
M.S.N., University of Texas-Brownsville/Texas Southmost College  
Karen S. Countryman  
A.A., Washington Community and Technical College  
B.S.N., University of Phoenix  
M.S.N., University of Phoenix  
Gwen Dalida  
B.S.N., Mountain View College-Philippines  
M.S.N., University of Texas-Brownsville/Texas Southmost College  
Jaime L. Dereee  
B.S.N., Curry College  
M.S.N., University of Texas-Brownsville/Texas Southmost College  
Edna M. Garcia  
Certificate, South Texas College  
A.A.S., South Texas College  
Georgina E. Garza  
Certificate, South Texas College  
A.A.S., Lamar State College  
A.A.S., Big Ben Community College  
Victor Garza III  
A.A.S., University of Texas-Pan American  
B.S.N., University of Texas-Pan American  
M.S.N., University of Texas-Pan American  
Delphia K. May  
A.A.S. University of Texas-Brownsville/Texas Southmost College  
M.S.N., Walden University  
Vickie L. McGill  
B.S.N., University of North Carolina at Greensboro
Rebecca J. Miller
A.A.S., University of Texas-Pan American
M.S., Walden University

Eloisa V. Moctezuma
Certificate, Laredo Community College
A.A.S., Laredo Community College
A.A.S., Laredo Community College
B.S.N., Texas A&M International University

Daphine H. Mora
A.A.S., University of Texas-Pan American
B.S.N., University of Texas-Pan American
M.Ed., Texas A&M University-Kingsville

Cynthia Salinas
A.A.S., University of Texas-Pan American
B.S.N., University of Texas-Brownsville/Texas Southmost College
M.S.N., University of Texas-Brownsville/Texas Southmost College

Judith C. Sevilla De La Cruz
B.S., University of San Carlos-Philippines
B.S.N., Quezon City Medical Center and Colleges-Philippines
M.S.N., University of Texas-Brownsville/Texas Southmost College

Margo A. Vargas-Ayala
A.A.S., University of Texas-Pan American
B.S., University of Texas-Pan American
M.S.N., University of Texas-Brownsville/Texas Southmost College

Annette Wingard
A.A.S., South Texas College
B.S., University of Texas-Pan American
B.S., University of Texas-Arlington

Welding
Hector H. Cavazos
Certificate, South Texas College
B.A., Texas A&M University-Kingsville

Richard G. Ingram
Certificate, Texas State Technical College
A.A.S., Texas State Technical College

Luke F. Parker
Certificate, Mountain View College
A.A.S., Mountain View College

World Languages
James P. Banford
B.A., Brigham Young University
M.A., Brigham Young University

Emmanuel X. Belena
M.A., Texas Tech University
Ph.D., Florida State University

Jovonne A. Delgado
Certificate, San Antonio College Medical and Dental Assistants
A.A., South Texas College
B.A.T., South Texas College
M.A., Texas A&M University
Certified Level III Interpreter, State of Texas

Mario Espinoza
B.B.A., University of Texas-Pan American
M.A., University of Texas-Pan American

Melissa R. Ibanez
B.A., Gallaudet University
B.S., Stephen F. Austin State University
M.A., Gallaudet University

Nereida Lopez
B.A., University of Texas-Pan American
M.A., University of Texas-Pan American

Delia Magdaleno
B.A., University of Texas-Pan American
M.A., University of Texas-Pan American

Rosario Matulewicz
B.B.A., University of Texas-San Antonio
M.A., University of Texas-San Antonio

Elisa Pastor
B.A., University of Texas-Pan American
M.A., University of Texas-Pan American

Juan A. Silva
B.A., University of Texas-Pan American
M.A., University of Texas-Pan American

Jorge L. Solis
B.B.A., University of Texas-Pan American
M.Ed., University of Texas-Pan American
Certified Level II Interpreter-State of Texas

Hector Villarreal
B.S., University of Texas-Pan American
M.A., University of Texas-Pan American
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