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

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

South Texas College is conveniently located near your home with three campuses in McAllen, a campus in Weslaco and Rio Grande City and a Regional Center for Public Safety Excellence, in Pharr. 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 62,000 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 over 30 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 more than 120 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 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 is 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)
• Accreditation Council for Pharmacy Education (ACPE)
• Achieving the Dream
• Alliance for Community College Innovation
• Alpha Delta Sociology Honors Society for 2 Year Colleges
• American Alliance for Theatre & Education (AATE)
• American Alliance of Museums
• American Association for Health, Physical Education, Recreation and Dance
• American Association for Respiratory Care (AARC)
• American Association of Collegiate Registrars and Admissions Officers (AACRAO)
• American Association of Community College Trustees (AACT)
• American Association for Medical Assistants (AAMA)
• American Health Information Management Association (AHIMA)
• American Library Association (ALA)
• American Museum Association
• American Occupational Therapy Association, Inc. (AOTA)
• American Petroleum Institute (API)
• American Psychological Association’s Commission on Accreditation in Physical Therapy
• American Registry of Radiologic Technologists (AART)
• American Society of Administrative Professionals (ASAP)
• American Society of Health-System Pharmacists (ASHP)
• American Society of Management 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 College and Research Libraries (ACRL)
• Association of Collegiate Business Schools and Programs (ACBSP)
• Association of Community Health Education Professionals (ACHEP)
• Association of International Educators
• Association on Higher Education and Disability (AHEAD)
• Audiovisual and Integrated Experience Association (AVIxA)
• Center for Community College Student Engagement
• 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)
• Competency Base Education Network (C-BEN)
• Consortium of College and University Media Centers (CCUMC)
• 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.
• Medical Library Association (MLA)
• 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 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 Electrical Manufacturers Association (NEMA)
• 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)
• National Registry of Emergency Medical Technicians
• North American Council for Staff, Program and Organizational Development (NCPSOD)
• Organization for Associate Degree Nursing (OADN)
• Pharmacy Technician Educator’s Council
• 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)
• Southwest Association of Student Financial Aid Administrators (SWASFAA)
• Supply Chain and Operations Management Processional (APICS)
• 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
• The Online Learning Consortium (OLC)
• United States Distance Learning Association (USDLA)

**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/CSSPAT)
- Legal Secretaries of Texas, Inc.
- Pharmacy Technician Educators Council (PTEC)
- South Texas Association of Registrars and Admissions Officers

**Local**

- Asociación Regional de Maquiladoras de Reynosa, S.A.
- Lower RGV P-16 Council
- McAllen Chamber of Commerce
- Mission Chamber of Commerce
- Philippine Nurse Association of South Texas Rio Grande Valley Chapter (PNA RGV)

**STARLINK**

- Texas Affordable Baccalaureate (TAB LAB)
- Texas Alliance of Physical Therapist Assistant Educators
- Texas Association for College Admission Counseling (TACAC)
- Texas Association for Healthcare Documentation Integrity (TXAHDI)
- Texas Association of Chicanos in Higher Education (TACHE)
- Texas Association of College Technical Educators (TACTE)
- Texas Association of Collegiate Registrars and Admissions Officers
- Texas Association of Community College Business Officers (TACCO)
- Texas Association of Community Colleges Trustees and Administrators (TACRAO)
- Texas Association of Deans and Directors of Professional Nursing Programs (TADDPNP)
- Texas Association of Institutional Research (TARI)
- Texas Association of Museums (TAM)
- Texas Association of School Boards (TASB)
- Texas Association of Schools of Art (TASA)
- Texas Association of Student Financial Aid Administrators (TASFAA)
- Texas Board of Nursing (BON)
- Texas Community College Instructional Administrators (TCCIA)
- Texas Community College Teachers Association (TCTA)
- 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 Music Educators Association
- Texas Organization of Associate Degree Nursing (TOADN)
- Texas Pathways Project
- Texas Society for Respiratory Care (TSRC)
- Texas Society of Allied Health Professionals (TSHAHP)
- Texas Society of Medical Assistants
- Texas Speech Communication Association (TSCA)
- Texas Team Coalition of Nursing
- Texas Vocational Nurse Educators
- The Virtual College of Texas (VCT)
• Rio Grande Valley Collective Impact - Rio Grande Valley Focus
• Rio Grande Valley Council of Teachers of Mathematics
• Rio Grande Valley Health Information Management Association (RGVHIMA)
• Rio Grande Valley Partnership
• Rio Grande Valley Pathways Project
• South Texas Engineering Alliance
• South Texas Historical Association
• South Texas Literacy Coalition (STLC)
• South Texas Manufacturers’ Association
• South Texas Mathematics Consortium
• South Texas Organization of Nurse Executives
• Tech Prep of the Rio Grande Valley
• The Upper Valley Art League
• Upper RGV P-16 Council
• Weslaco Area Chamber of Commerce
CREATION

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 32,604 in Spring 2019 and has conferred more than 62,000 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 AND CENTERS

SouthTexasCollege.edu

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

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

Nursing & Allied Health Campus
1101 E. Vermont
McAllen, TX 78503
872-3100

Starr County Campus
142 FM 3167
Rio Grande City, TX 78582
488-8181

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

Higher Education Center-Pharr
1100 E. Business Hwy 83
Pharr, Texas 78577
872-4200

Higher Education Center-La Joya
603 College Drive
La Joya, TX 78560
872-6717

STC Regional Center for Public Safety Excellence
3901 S. Cage Blvd.
Pharr, TX 78577
872-4208

South Texas College Online
872-2598
southtexascollege.edu/online
Paul R. Rodriguez - Chairman
CEO of Valley Land Title Co.

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

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

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

Rose Benavidez - Vice Chair
President of Starr County Industrial Foundation

*District 1*
Representing Starr County

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

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

Roy de León - Secretary
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

Appointed: July 1997 - May 2002
Second Term: May 2002 - May 2008
Third Term: May 2008 - May 2014
Fourth Term: May 2014 - May 2020

Serves as Chair of the Finance, Audit, & Human Resources Committee. Formerly served as Chair and Vice Chair of the Board.
Gary Gurwitz - Member

Managing Partner, Atlas, Hall & Rodriguez, L.L.P.

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

Appointed: 1993 - May 1998
Second Term: May 1998 - May 2004
Third Term: May 2004 - May 2010
Fourth Term: May 2010 - May 2016
Fifth Term: May 2016 - May 2022

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

Dr. Alejo Salinas, Jr. - Member

Retired 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 Term: May 1996 - May 2002
Second Term: May 2002 - May 2008
Third Term: May 2008 - May 2014
Fourth Term: May 2014 - May 2020

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

Rene Guajardo - Member

Human Resources Director at Mercedes Independent School District

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

First Term: May 2018 - May 2024

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

Victoria Cantú - Member

CEO of Children's Education Station, LLC

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

First Term: May 2018 - May 2024

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

Fall 2019
(August 26, 2019 - December 15, 2019)

August 14 New Faculty Start Date - New Faculty Benefits & Orientation (Human Resources)
August 15 New Faculty Orientation
August 16 New Faculty Service Area Tour
August 19 Faculty Return - Academic Affairs Convocation / Division Meetings
August 20 Faculty Preparation Day / Departmental Meetings
August 21 Faculty Preparation Day / Departmental Meetings
August 22 Faculty Preparation Day / Distance Learning Symposium / Full-time Faculty Teaching Dual Credit Courses PD Day / Departmental Meetings
August 23 Faculty Preparation Day / Departmental Meetings
August 24 Adjunct & Dual Credit Faculty Development Day
August 26 Classes Begin

September 2 College Closed - Labor Day
September 11 Census Day - Twelfth Class Day

September 27 College Closed - College-Wide Organizational Development Day
November 15 Last Day to Withdraw
November 28 - Dec. 1 College Closed - Thanksgiving Holiday
December 9 -15 Finals
December 14 Certificate and Degree Award Date
December 14 Commencement Ceremonies*
December 15 End of Term
December 16 Grades Due Date
December 16 - January 1 Winter Break (College Closed)

* May vary depending on facility availability.

Spring 2020
(January 21, 2020 - May 14, 2020)

January 2 College Opens - Staff Return
January 13 Faculty Return - Division / Departmental Meetings
January 14 Faculty Preparation Day / New Faculty Start Date - New Faculty Benefits & Orientation - (Human Resources)

January 15 Faculty Preparation Day / Departmental Meetings
January 18 Adjunct / Dual Credit Faculty Professional Development Day
January 20 College Closed - Martin Luther King, Jr. Day
January 21 Classes Begin
February 5 Census Day - Twelfth Class Day
February 14 College Closed - College-Wide Organizational Development Day

March 16 College Closed - Spring Break
April 9 -12 College Closed - Semester Break
April 20 Last Day to Withdraw
May 8 - 14 Finals
May 14 End of Term
May 15 -16 Commencement Ceremonies*
May 15 - 16 Certificate and Degree Award Date
May 18 Grades Due Date

* May vary depending on facility availability.

Summer Session 2020
(June 1, 2020 - August 7, 2020)

June 1 Classes Begin
June 9 Census Day - Seventh Class Day
July 3 College Closed - Independence Day
July 6-7 No Classes
July 22 Last Day to Withdraw
August 6 Last Day of Term/Finals (Classes Meeting M-R)
August 7 Last Day of Term/Finals (Classes Meeting M-F)
August 10 Grades Due Date

SI - Minimester
(June 1, 2020 - July 1, 2020)

June 1 Classes Begin
June 4 Census Day - Fourth Class Day
June 24 Last Day to Withdraw
June 30 End of Classes
July 1 Finals / End of Term
July 3 College Closed - Independence Day
July 6 Grades Due Date

SII - Minimester
(July 8, 2020 - August 7, 2020)

July 8 Classes Begin
July 13 Census Day - Fourth Class Day
July 30 Last Day to Withdraw
August 6 Last Day of Term/Finals (Classes Meeting M-R)
August 7 Last Day of Term/Finals (Classes Meeting M-F)
August 10 Grades Due Date
LEGAL DISCLOSURES

- Equal Education and Equal Employment Opportunity (p. 15)
- Rights of Individuals with Disabilities (p. 15)
- Drugs, Alcohol and Other Substances (p. 15)
- Smoke/Tobacco Free Environment (p. 15)
- Concealed Carry and Weapons on Campus (p. 15)
- Sexual Harassment (p. 16)
- Sexual Misconduct (p. 17)
- Title IV (p. 17)

Equal Education 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 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.

The following person has been designated to handle inquiries regarding this non-discrimination statement:

Brenda J. Balderaz Director of Human Resources, Title IX Deputy Coordinator, and 504 Coordinator 2501 W. Pecan Blvd. McAllen, Texas 78501 Office: (956) 872-3637 Email: HR_Administrators@southtexascollege.edu

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.

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

Employee(s): Brenda J. Balderaz Director of Human Resources, Title IX Deputy Coordinator, and 504 Coordinator 2501 W. Pecan Blvd. McAllen, Texas 78501 Office: (956) 872-3637 Email: HR_Administrators@southtexascollege.edu

Student(s): Perla Y. Leo Coordinator of Student Disability Services and 504 Coordinator 3201 W. Pecan Blvd. McAllen, Texas 78501 Office: (956) 872-2165 Email: ppena_4867@southtexascollege.edu

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.

Concealed Carry and Weapons on Campus

South Texas College is committed to providing a safe environment for students, employees, college affiliates, and visitors, and to respecting the right of individuals licensed to carry a handgun in the state of Texas.
College policy 6326, Concealed Carry and Weapons on Campus applies to all students, employees, college affiliates, and visitors of the college while on college land or in buildings owned or leased by South Texas College. This policy does not apply to those individuals exempted by law.

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

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

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

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

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

Permanent Exclusions:
- a) Board Room - State law excludes license holders of handguns from carrying a handgun in room or rooms where a meeting of a governmental entity is held if the meeting is an open meeting subject to Chapter 551, Government Code, and the entity provided notice as required by that chapter.
- b) Mid-Valley Child Development Center - The concealed carry of handguns is prohibited on the premises of the day care facilities to ensure safety to minors.
- c) Testing Center Pecan Plaza - The concealed carry of handguns is prohibited on the premises where by state or federal law or contract, at the sole discretion of the state or federal government or organization with whom the contract is entered, requires exclusion of a handgun in a specific location.
- e) Other areas where contractual obligations prohibit concealed carry of handguns.
- f) Other areas prohibited by state or federal law.

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

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

Sexual Harassment
As per policy 4216 Discrimination, Harassment, and Sexual Misconduct, South Texas College assumes an affirmative position to prevent and eliminate sexual misconduct, including sexual harassment in any division, department, or any unit by any individual. It is the policy of South Texas College to provide 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.

Sexual Harassment is unwelcome conduct of a sexual nature, including but not limited to unwelcome sexual advances, requests for sexual favors, and other verbal or physical harassment of sexual nature when submission of such conduct:

- creates a hostile environment, that is intentionally directed towards a specific individual or a group of individuals, that is sufficiently severe, persistent, or pervasive and objectively offensive that unreasonably interferes with, denies, or limits someone's ability to participate in or benefit from the education or employment, and/or activities or other benefits of the College;
- based on power differentials (quid pro quo), which refers to sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature by a person having power or authority over another constitutes sexual harassment when submission to such sexual conduct is made either explicitly or implicitly a term or condition of rating or evaluating an individual's educational development or performance; or that is made either explicitly or implicitly a term or condition of a person's student status, employment, or participation in College activities; or
- is retaliation against an individual for raising an allegation of sexual or gender-based harassment, for cooperating in an investigation of such a complaint, or for opposing discriminatory practices, includes but not limited to intimidation, threats or harassment against any complainant, witness, or third party.

This policy has been developed to reaffirm this principle and to provide recourse for those individuals whose rights have been violated.

The following person has been designated to handle inquiries regarding sexual harassment and sexual violence:

Mary G. Elizondo Vice President for Finance and Administrative Services and Title IX Coordinator 3201 W. Pecan Blvd. McAllen, Texas 78501 Email: TitleIX@southtexascollege.edu

The following page has been designated to provide resources, questions, or requests for information regarding Title IX, including complaints of gender based sexual harassment, sexual assault, sexual violence, or other sexual misconduct should be directed to the Title IX Coordinator or Title IX
IX Deputy Coordinators as listed at the Title IX webpage: https://www.southtexascollege.edu/about/notices/title-ix.html.

You may refer to Policy 4216 Harassment, Discrimination, and Sexual Misconduct at: https://admin.southtexascollege.edu/president/policies/pdf/4000/4216.pdf

Sexual Misconduct

Policy 4216: Harassment, Discrimination and Sexual Misconduct prohibits any form of sexual misconduct. Sexual misconduct includes, but is not limited to, behaviors often described as sexual harassment, non-consensual sexual contact, sexual exploitation, sexual violence, rape, stalking, and intimate partner violence, also known as dating violence and or domestic violence. It is a violation of policy and the law, including Title IX, 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 sexual orientation, gender and/or gender identity of the individual(s) involved.

The following person has been designated to handle inquiries regarding sexual harassment and sexual violence:

Mary G. Elizondo Vice President for Finance and Administrative Services and Title IX Coordinator
3201 W. Pecan Blvd. McAllen, Texas 78501 Email: TitleIX@southtexascollege.edu

Resources, questions, or requests for information regarding Title IX, including complaints of gender based sexual harassment, sexual assault, sexual violence, or other sexual misconduct should be directed to the Title IX Coordinator or Title IX Deputy Coordinators as listed at the Title IX webpage: https://www.southtexascollege.edu/about/notices/title-ix.html.

You may refer to Policy 4216 Harassment, Discrimination, and Sexual Misconduct at 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 Academic 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 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 (p. 18)
• Placement Scale (p. 22)

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 website 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 earned 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. 22).
• 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, the Texas National Guard, or as a member of a reserve component of the armed forces of the United States and has been serving for at least three years preceding enrollment.

A student who successfully completes a college preparatory course under Texas Education Code §28.014 is exempt for a period of twenty four (24) months from the date of high school graduation with respect to the content area of the course. The student must enroll in the student’s first college level course in the exempted content area in the 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.onlineregistration.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 roots, powers, and radicals
• Rational and exponential expressions, equations, and functions

Geometry and Measurement
(2 items on placement test; 12 items on diagnostic test)

South Texas College 19
• 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 cover topics such as fragments, subordination and coordination, and parallelism
• 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.
• Most items will ask 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 author’s 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

Placement Testing
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/

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. Students who fail to comply with any of the following policies and procedures may be withdrawn 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>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>Reading - 89</td>
<td>Reading - 2200 &amp; 3</td>
<td>English III, Level II - 4000</td>
<td>English - 19</td>
<td>Verbal - 500</td>
<td>EBRW - 480</td>
</tr>
<tr>
<td>Writing - 1770</td>
<td>Writing - 2200 &amp; 3</td>
<td>Composite - 23</td>
<td>Composite - 1070</td>
<td></td>
<td></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>Course Placement</th>
</tr>
</thead>
<tbody>
<tr>
<td>351+ or 349-350&lt;sup&gt;1&lt;/sup&gt; with Holistic Placement Option</td>
<td>College Reading Standard GOVT 2305, GOVT 2306, ARTS 1303, ARTS 1304, MUSI 1307, MUSI 1310, HIST 1301/HIST 1302 +Writing Complete HIST 2327/HIST 2328 +Writing Complete</td>
</tr>
<tr>
<td>349-350</td>
<td>NCBR 0300</td>
</tr>
<tr>
<td>Writing: E4/MC 339 and below and Reading 342-350 or Completion of ENGL 0100 and READ 0100 with a grade of &quot;C&quot; or better.</td>
<td>INRW 0304</td>
</tr>
<tr>
<td>340-341</td>
<td>NCBR 0200</td>
</tr>
<tr>
<td>310-341 or ABE Level 1-6</td>
<td>READ 0100</td>
</tr>
<tr>
<td>341 and below or ABE Level 1-4</td>
<td>READ 0100 or ESOL 0051</td>
</tr>
</tbody>
</table>

**Writing**

<table>
<thead>
<tr>
<th>TSI</th>
<th>Course Placement</th>
</tr>
</thead>
<tbody>
<tr>
<td>E5+ or E4/MC 340 or E5/MC 339 and below and ABE 4+</td>
<td>College Writing Standard ENGL 1301 + Reading Complete</td>
</tr>
<tr>
<td>E4/MC 338-339</td>
<td>NCBW 0300</td>
</tr>
<tr>
<td>Writing: E4/MC 339 and below and Reading 342-350 or Completion of ENGL 0100 and READ 0100 with a grade of &quot;C&quot; or better.</td>
<td>INRW 0304</td>
</tr>
<tr>
<td>E 1-3 or no essay/MC 339 and below</td>
<td>ENGL 0100 or ESOL 0052</td>
</tr>
</tbody>
</table>

Both Essay and Sentence Skills are required for placement (E=Essay) (MC=Multiple Choice)

**Math**

<table>
<thead>
<tr>
<th>TSI</th>
<th>Course Placement</th>
</tr>
</thead>
<tbody>
<tr>
<td>350+</td>
<td>College Math Standard MATH 1414 MATH 1442 MATH 1332 MATH 1324</td>
</tr>
<tr>
<td>342-349 with Holistic Placement Option&lt;sup&gt;2&lt;/sup&gt;</td>
<td>College Math Standard MATH 1414 (+ MATH 0020), MATH 1442 (+ MATH 0042), MATH 1332 (+ MATH 0032), MATH 1324 (+ MATH 0020)</td>
</tr>
<tr>
<td>347-349</td>
<td>NCBM 0001</td>
</tr>
<tr>
<td>341 and Below or ABE Level 1-5</td>
<td>MATH 0100 or MATH 0442</td>
</tr>
</tbody>
</table>

<sup>1</sup> 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.

<sup>2</sup> Students qualify for Holistic Placement Option with a TSI score of 349-350 and a grade of "C" or better in ENGL 0100 or READ 0100 and completion of ENGL 0100 or READ 0100 with a grade of "C" or better or completion of ENGL 0100 or READ 0100 with a grade of "C" or better and completion of ENGL 0100 or READ 0100 with a grade of "C" or better.
Students qualify under the Holistic Placement Option if they meet two of the following criteria and co-enroll in an MATL course:

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.

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 the HESI, HiSET, 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) 872-3484.
Enrollment Guidelines

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 (First Year Connection)
1. Complete the mandatory New Student Orientation on campus or online.
2. New Student Orientations are held before each semester. View the orientation schedule online at https://life.southtexascollege.edu/activities/fyc/.

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

Assessment
Students entering South Texas College must comply with state-mandated Texas Success Initiative (TSI), unless you are eligible for an exemption or waiver. For additional information, contact the Student Assessment Center or log-on to http://studentservices.southtexascollege.edu/testing/index.html for available test dates.

Advising
Advisors will assist you in managing your degree plan and planning your class schedule. Together, you will discuss academic goals, campus resources, and tools that will assist you in becoming a successful student.

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

Tuition & Fees
You are required to pay tuition and fees by the due date to avoid being dropped from your classes. You may pay online, in person, financial aid award, or approved installment plan. For additional information, visit https://finance.southtexascollege.edu/businessoffice/cashiers/rates.html.

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. For additional information, visit an Enrollment Center.

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 toward an Associate's Degree at STC or may transfer to other colleges and universities.

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

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

Change of Major
A “major” is a concentration of specialized coursework, which leads to a certificate or degree. Students may declare a major on the Application for Admission and may change their major at any time by completing and submitting a Change of Information form to the Enrollment Center. A list of “Majors and Codes” is included with both of the above-mentioned documents.
Confidentiality of Records
It is the policy of STC to maintain the confidentiality of academic records and be in compliance with all federal and state laws governing the release of academic records.

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

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

Notice:
As permitted under section 99.34 (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 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 encompass at least 12 consecutive months immediately preceding the census
date of the term in which the person enrolls; employment letter must be written in letterhead paper and it must be dated) and
b. W-2 Form.

Student employment, such as work-study, fellowship, research or teaching assistant positions do not qualify as basis for establishing domicile.

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:

**Supporting Documents:**
- Texas high school transcript
- Texas college or university transcript
- Permanent Texas Driver License (at least one-year-old) Generally, the license expiration date minus the date of enrollment should not exceed three years.
- 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

3. **Ownership of Residential Real Property**
Title to residential real property in Texas, tax statement and receipt (tax statement must be re-submitted annually) to verify 12 consecutive months of ownership immediately preceding the census date of the term in which the person enrolls; which must be
a. accomplished and maintained for at least 12 months preceding the census date and
b. 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 in 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 of 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 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 2019-2020

**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>$77.00</td>
<td>$87.00</td>
<td>$200.00</td>
</tr>
<tr>
<td>2</td>
<td>$154.00</td>
<td>$174.00</td>
<td>$400.00</td>
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<tr>
<td>3</td>
<td>$231.00</td>
<td>$261.00</td>
<td>$600.00</td>
</tr>
<tr>
<td>4</td>
<td>$308.00</td>
<td>$348.00</td>
<td>$800.00</td>
</tr>
<tr>
<td>5</td>
<td>$385.00</td>
<td>$435.00</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>6</td>
<td>$462.00</td>
<td>$522.00</td>
<td>$1,200.00</td>
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<tr>
<td>7</td>
<td>$539.00</td>
<td>$609.00</td>
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<td>8</td>
<td>$616.00</td>
<td>$696.00</td>
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<tr>
<td>9</td>
<td>$693.00</td>
<td>$783.00</td>
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<tr>
<td>10</td>
<td>$770.00</td>
<td>$870.00</td>
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<td>11</td>
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<td>13</td>
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<td>17</td>
<td>$1,309.00</td>
<td>$1,479.00</td>
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<td>18</td>
<td>$1,386.00</td>
<td>$1,566.00</td>
<td>$3,600.00</td>
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<tr>
<td>19</td>
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<tr>
<td>21</td>
<td>$1,617.00</td>
<td>$1,827.00</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 in Organizational Leadership Tuition

Bachelor of Applied Science in Organizational Leadership Competency-Based Format for Seven Week Term

- 750.00

### Differential Tuition per credit hour

<table>
<thead>
<tr>
<th>3000/4000 Level Courses</th>
<th>30.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Architectural &amp; Engineering Design Technology</td>
<td>30.00</td>
</tr>
<tr>
<td>Associate Degree Nursing</td>
<td>75.00</td>
</tr>
<tr>
<td>Astronomy</td>
<td>10.00</td>
</tr>
<tr>
<td>Automotive &amp; Diesel Technology</td>
<td>20.00</td>
</tr>
<tr>
<td>Biology</td>
<td>15.00</td>
</tr>
<tr>
<td>Chemistry</td>
<td>20.00</td>
</tr>
</tbody>
</table>

### Fees 2019-2020 Academic Year

#### Mandatory Fees

- Registration Fee per Student per Semester: 150.00
- Information Technology Fee per Credit Hour: 30.00
- Fee per Credit Hour: 15.00
- Learning Support Fee per Credit Hour: 12.00
- Student Activity Fee per Credit Hour: 4.00

#### Course Fees

- Course Repeat Fee per Credit Hour:
  - Third or More Attempts (Excludes Developmental): 125.00
  - Enrollment in Developmental Studies Courses (>18 credit hours): 125.00
  - Developmental Studies Fee (One-Time Fee per Semester): 29.00
  - Electronic Distance Learning/VCT Course Fee per Credit Hour: 10.00

#### Fire Academy Fees:

- Gear Rental: $280.00/4 Weeks
- Self-Contained Breathing Apparatus: $360.00/Semester
- Testing: 85.00
- Lab Fee per Lab Credit Hour (for applicable courses with labs): 24.00

**NAH and Other Course Fees:**
<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>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>Physical Education Special Activity Fee per Course</td>
<td>55.00</td>
</tr>
</tbody>
</table>

### Incidental Fees

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Audit Fee</td>
<td>Tuition and Lab Fees</td>
</tr>
<tr>
<td>Add/Drop Fee (One-Time Fee) - 1st Class Day Through Census Date</td>
<td>25.00</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>
<tr>
<td>Reinstatement Fee (After Census Date)</td>
<td>200.00</td>
</tr>
<tr>
<td>Returned Check</td>
<td>30.00</td>
</tr>
<tr>
<td>Student ID Replacement Fee</td>
<td>15.00</td>
</tr>
<tr>
<td>Withdrawal Fee (from all courses - one-time fee) - after Census date</td>
<td>50.00</td>
</tr>
<tr>
<td>Student Insurance Fee (Voluntary)</td>
<td>Paid to Approved Insurance Carrier, Subject to Change</td>
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### Installment Plan/Emergency Loan Fees

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
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<tbody>
<tr>
<td>Installment Plan Fee</td>
<td>35.00</td>
</tr>
<tr>
<td>Installment Plan Late Payment Fee (For each late payment)</td>
<td>35.00</td>
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<tr>
<td>Emergency Loan Late Payment Fee (For each late payment)</td>
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### Library Fees

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lost or Damaged Library Item</td>
<td>Cost of Item plus Processing Fee</td>
</tr>
<tr>
<td>Lost or Damaged Library Item Processing Fee per Item</td>
<td>30.00</td>
</tr>
<tr>
<td>Overdue Inter-Library Loan or TexShare Item, per Day</td>
<td>Fine as Assessed and Charged by Lending Library</td>
</tr>
<tr>
<td>Lost or Damaged Inter-Library Loan or TexShare Item, per Day</td>
<td>Fine or Replacement Cost as Assessed and Charged by Lending Library</td>
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</tbody>
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### Parking/Moving Traffic Violations Fees

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<thead>
<tr>
<th>Description</th>
<th>Fee</th>
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</thead>
<tbody>
<tr>
<td>Parking Permit Fee (except when parking at Pecan Campus Park and Ride location during scheduled operating hours)</td>
<td>25.00</td>
</tr>
<tr>
<td>Parking Permit Replacement Fee</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>First</td>
<td>Warning</td>
</tr>
<tr>
<td>Second</td>
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<tr>
<td>Third</td>
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<tr>
<td>Fourth</td>
<td>70.00</td>
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<tr>
<td>Fifth</td>
<td>90.00</td>
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### Recovery of Costs and Processing Fees

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Handicap Parking Violations</td>
<td>120.00</td>
</tr>
<tr>
<td>Moving Traffic Violations:</td>
<td>150.00</td>
</tr>
<tr>
<td>First</td>
<td>30.00</td>
</tr>
<tr>
<td>Second</td>
<td>50.00</td>
</tr>
<tr>
<td>Third</td>
<td>90.00</td>
</tr>
<tr>
<td>Vehicle Boot Removal Fee</td>
<td>100.00</td>
</tr>
</tbody>
</table>

### Skateboard and Other Appliance Violation:

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>First</td>
<td>Warning</td>
</tr>
<tr>
<td>Second</td>
<td>30.00</td>
</tr>
<tr>
<td>Third</td>
<td>50.00</td>
</tr>
<tr>
<td>Fourth</td>
<td>70.00</td>
</tr>
<tr>
<td>Fifth</td>
<td>90.00</td>
</tr>
</tbody>
</table>

### GED Exams:

- **GED Exam Fee - 1st and 4th Attempts**
  - English Language Arts: 36.25
  - Mathematics Only: 36.25
  - Science Only: 36.25
  - Social Studies Only: 36.25

- **GED Retest Exam Fees - 2nd, 3rd, 5th and 6th Attempts**
  - English Language Arts: 16.25
  - Mathematics Only: 16.25
  - Science Only: 16.25
  - Social Studies Only: 16.25

- **HiSET Exam Fee**
  - Reading Only: 25.00
  - Writing Only: 25.00
  - Math Only: 25.00
  - Science Only: 25.00

### Health Education Services Inc. (HESI) Exam:

- **South Texas College Exam Fee**
  - 45.00

- **Health Education Services Inc. (HESI) Exam Fee**
  - Students will register and pay fees for each attempt when signing up for the exam through the Market Place website. The College purchases the units through Elsevier Inc. Fees will be subject to change.
Tuition and Fees

Workforce/Continuing Education

**Tuition:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Workforce/ Continuing Education Non-Credit Tuition per Contact Hour or Variable Tuition Including Zero Tuition</td>
<td>💲6.00 or Variable Tuition</td>
</tr>
</tbody>
</table>

**Fees:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Workforce/ Continuing Education Non-Credit Late Registration Fee</td>
<td>💲10.00</td>
</tr>
<tr>
<td>Continuing Education Installment Plan Fee</td>
<td>💲5.00</td>
</tr>
<tr>
<td>Continuing Education Non-Credit Installment Late Payment Fee</td>
<td>💲10.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>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</td>
<td></td>
</tr>
</tbody>
</table>

Dual Credit

**Independent Dual Credit**

**Tuition per Credit Hour:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>In-District Dual Credit Students Who Are Enrolled in a School District with a Memorandum of Understanding or an Interlocal Agreement with South Texas College Who Do Not Receive Approval to Enroll in a Regular (Non-S) Section(s). (EFFECTIVE: SUMMER 2019)</td>
<td>💲50.00 Plus Applicable Differential Tuition</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>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</td>
<td>💲50.00 Plus Applicable Differential Tuition</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>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</td>
<td>💲80.00 Plus Applicable Differential Tuition</td>
</tr>
</tbody>
</table>

Child Development Center

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition Fee per Week</td>
<td>💲120.00</td>
</tr>
</tbody>
</table>

**Registration Fee:**

<table>
<thead>
<tr>
<th>Period</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall and Spring Semesters</td>
<td>💲40.00</td>
</tr>
<tr>
<td>Summer Session</td>
<td>💲20.00</td>
</tr>
<tr>
<td>Late Pick-up Fee $5/first 5 minutes and $1/ea. Add'l. minute</td>
<td></td>
</tr>
</tbody>
</table>

**Supply Fee:**

<table>
<thead>
<tr>
<th>Period</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall and Spring Semesters</td>
<td>💲30.00</td>
</tr>
<tr>
<td>Summer Session</td>
<td>💲10.00</td>
</tr>
</tbody>
</table>

**Reservation Fee:**

<table>
<thead>
<tr>
<th>Period</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall and Spring Semester Breaks</td>
<td>💲65.00</td>
</tr>
<tr>
<td>Summer</td>
<td>💲20.00</td>
</tr>
</tbody>
</table>
In-District Dual Credit Students Who Are Enrolled in a School District with a Memorandum of Understanding or an Interlocal Agreement with South Texas College Who Do Not Receive Approval to Enroll in a Regular (Non-S) Section(s).

All Fees, Including Course and Incidental Fees, are Applicable and Will Not Be Waived.

(EFFECTIVE: SUMMER 2019)

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, Including Course and Incidental 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, Including Course and Incidental 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 - Summer, per Student per Credit Hour (Charged to School District) $50 For Recovery of Costs and Processing Fees

Reimbursement of Costs:

School Districts Requesting South Texas College Faculty to Teach Dual Credit Courses, per Course per Semester Recovery of Faculty Salaries, Fringe Benefits, Mileage, and Other Associated Costs and Processing Fees

Dual Credit Sponsored by Partnering School Districts

Including students enrolled in "s" section and "non-s" section approved per Policy #3232 Dual Credit Student Eligibility Requirements.

Dual Credit Tuition:

Per Credit Hour Tuition for In-District Dual Credit Students Sponsored By Partnering School Districts 0.00

Differential Tuition Per Credit Hour For Courses Offered On A South Texas College Campus or Facility

Associate Degree
Nursing 75.00
Emergency Medical Technology 55.00
Occupational Therapy Assistant 55.00
Patient Care Assistant 35.00
Pharmacy Tech 55.00
Physical Therapist Assistant 55.00
Radiologic Technology/Sonography 65.00
Respiratory Therapy 65.00
Vocational Nursing 75.00

Course Fees:

Electronic Distance Learning/VCT Course Fee per Credit Hour Recovery of Costs and Processing Fees 10.00

NAH and Other Course Fees: Liability Insurance/Exams/Booklets/Badges/Special Program ID/Certificates/Pinning Ceremony/Other Activities 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

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 become familiar, review, understand, and abide by the College's policies, regulations, procedures, requirements, deadlines, and tuition and fees regarding the student financial account as described in all official College publication items. Publication items include, but are not limited to: Course Catalog, Student Handbook, Course Schedule, Flyer, 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 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
Electronic Consent To Do Business

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

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

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

• To read and accept the 1098-T opt-in, log into JagNet > Additional Student Services > Student Financial Obligation Agreement & Consents > Consent To Do Business Electronically (1098T Opt-In).

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 to become familiar with the College’s policies regarding the student financial account, and the student responsibilities under those policies.

• The Student Financial Obligation Agreement terms detail the student’s responsibility to remit payment for charges incurred at the College as well as repercussions of non-payment. Students must meet all financial obligations to the College by established deadlines. To read the Student Financial Obligation Agreement, log into JagNet > Additional Student Services > Student Financial Obligation Agreement & Consent.

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

Contact Consent

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

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

• To read the Contact Consent, log into JagNet > Additional Student Services > Student Financial Obligation Agreement & Consents.

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 allows students to review financial expectations of students to the College. The consent to do business electronically remains in effect until it is withdrawn. A written withdrawal request may be submitted in writing to the South Texas College Cashier’s Office.

• Questions regarding the Consent To Do Business Electronically may be directed to the Business Office-Cashier Department.

• To authorize to use Title IV to pay for other educationally related charges, log into JagNet > Additional Student Services > Student Financial Obligation Agreement & Consents > Title IV Authorization (Opt-In/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 523(a)(8) and may not be dischargeable in bankruptcy. In addition, student may still owe the debt to the college after the bankruptcy.

Registration

- A time period will be set aside each term or semester to permit students to register. For registration periods and 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 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 of 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 of tuition and fees may cause your classes to be automatically dropped; however, be aware that you may still be liable for certain fees. This also applies to student accounts that have a remaining outstanding balance and are under financial aid or are being sponsored by a third party, i.e., Texas Rehabilitation Commission, employer or any other source.
- Failure to make payment may result in the account being sent to a contracted Third Party (Collection Agency) and an adverse report filed to one or more of the national credit bureaus.

Student will be responsible for the fees of any collection agency, which may be based on a percentage at a maximum of thirty percent of the debt, and all costs and expenses, including reasonable attorney’s fees, late fees, interest and/or court costs, incurred with the collection of any monies due to the College. Fees will be assessed regardless of payment method.
- Financial Aid credits may be applied to any prior term balances. It is the student’s responsibility to follow up on any unpaid balances; 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 Cashiers’ office to pay for the check. A $30 fee will be charged on all returned check items.
- If the check is not paid by the end of the semester, the account becomes delinquent and consequently will be released to one of the contracted external collection agencies. Any fees assessed by the collection agency, which may be based on a percentage at a maximum of thirty percent of the debt, and all costs and expenses, including reasonable attorney’s fees, late fees, interest and/or court costs incurred will be the student’s responsibility.
- Checks returned by the bank due to accounts closed or stop payments are not re-deposited.
- Stopping payment on tuition checks will be considered as an NSF Rem. 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) and an adverse report filed to one or more of the national credit bureaus. Students are responsible for the fees of any collection agency, which may be based on a percentage at a maximum of thirty percent of the debt, and all costs and expenses, including reasonable attorney’s fees, late fees, interest and/or court costs, incurred with the collection of any monies due to the College. Fees will be assessed regardless of payment method.
• In addition, students who fail to make payment arrangements or full payment of tuition and fees, including any incidental fees, by the due date may be prohibited from registering for classes until arrangements or full payment is made.
• Visit the Cashiers Office for Mini-mester payment options.

Processing period:
• Fall/Spring Semesters - Available during the enrollment period: up until the twelfth day of the semester ONLY!!
• Summer Semesters - Available during the enrollment 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. A processing fee and initial payment are due at the time of enrollment. For payment plan details visit the Cashiers’ website at SouthTexasCollege.edu/go/cashiers > Installment Plans & Emergency Loans > Installment Plans & Emergency Loans > Installment Plans.

• To apply, complete the Installment Plan Agreement which is available:
  • Online at: JagNet.SouthTexasCollege.edu or
  • 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 necessaries.”
  • Complete the installment plan agreement available online or at the Cashiers’ Office.
  • Incidental fees associated with the Installment Payment Plan:
    • A processing fee is due at time of enrollment in a plan.
    • A late payment fee is assessed if the total balance due is not paid by “each” scheduled due date.
    • Fees can be found on the tuition and fees schedule on the Cashiers website.
  • Installment Plan Payment Due Dates: per Installment Agreement and Cashiers’ website.

Emergency Loan Program
(subject to availability)
The Emergency Loan program is a short-term loan to pay for textbooks and/or tuition & fees; therefore the loan must be repaid. For Emergency Loan details visit the Cashiers’ website at SouthTexasCollege.edu/go/cashiers > Installment Plans & Emergency Loans > Installment Plans & Emergency Loans > Installment Plans & 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
• Initial payment is due at time of application, required percentage is to be paid by the student.
• Emergency Loan will cover the remaining balance to be repaid as specified on the promissory note.

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

• Apply 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 promissory note. Executing this agreement for educational services provided by South Texas College are a necessity, and the minor is contractually obligated pursuant to the “doctrine of necessaries.”
  • Emergency Loan Payment Due Dates: 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.,
higher education.

Students enrolled at two Texas public institutions of higher education.

Concurrent Enrollment Fees

Students enrolled at two Texas public institutions of higher education.

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

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

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

Refunds

The “effective date” of a class drop or add is the date the course schedule form is received 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 and Fees

(Excludes Mini-mesters)

Fall and Spring Semesters

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

Summer I and II Sessions

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

Summer III Session

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

Range of days in each percent category is subject to change based on the length of the semester and

Invoicing/Billing

After Census Date (approximately 15 days after the start of the semester), an invoice of the outstanding charges will be mailed to the Sponsor/Third Party.

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

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

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

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

South Texas College
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.

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

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

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

**Drop or Withdrawal from South Texas College**

To officially withdraw or drop from the college, a student must 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 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 days of classes; first 14 days for summer classes.
- Textbooks must be in original condition.

- No refunds or exchanges without original receipt
- No refunds on supplies
- Texts purchased the last week of classes or during exams are ineligible for refunds.
- The bookstore charges a $25 fee for returned checks.

**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.
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

<table>
<thead>
<tr>
<th>Benefit</th>
<th>What is your benefit?</th>
<th>What is the annual limit?</th>
<th>What expenses qualify besides tuition and required enrollment fees?</th>
<th>What education qualifies?</th>
<th>What are some of the other conditions that apply?</th>
<th>In what income range do benefits phase out?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scholarships, Fellowship, Grants, Grants, and Tuition Reductions</td>
<td>Amounts received may not be taxable</td>
<td>None</td>
<td>Course-related expenses such as fees, books, supplies, and equipment</td>
<td>Undergraduate &amp; graduate K-12</td>
<td>Must be in degree or vocational program. Payment of tuition and required fees must be allowed under the grant.</td>
<td>No phaseout</td>
</tr>
<tr>
<td>American Opportunity Credit</td>
<td>Credits can reduce the amount of tax you must pay. 40% of the credit may be refundable (limited to $1,000 per student)</td>
<td>$2,500 credit per student</td>
<td>Course-related books, supplies, and equipment</td>
<td>Undergraduate &amp; graduate</td>
<td>Can be claimed for only 4 tax years Must be enrolled at least half-time in degree program No felony drug conviction(s) Must not have completed first 4 years of postsecondary education before end of preceding tax year</td>
<td>$80,000-$90,000 $160,000-$180,000 for joint returns</td>
</tr>
<tr>
<td>Lifetime Learning Credit</td>
<td>Credits can reduce amount of tax you must pay</td>
<td>$2,000 credit per tax return</td>
<td>Amounts paid for required books, etc., that must be paid to the educational institution are required fees</td>
<td>Undergraduate &amp; graduate</td>
<td>No other conditions</td>
<td>$57,000-$67,000 $114,000-$134,000 for joint returns</td>
</tr>
<tr>
<td>Student Loan Interest Deduction</td>
<td>Can deduct interest paid</td>
<td>$2,500 deduction</td>
<td>Books Supplies Equipment Room &amp; board Transportation Other necessary expenses</td>
<td>Undergraduate &amp; graduate</td>
<td>Must have been at least half-time student in degree program</td>
<td>$65,000-$80,000 $135,000-$165,000 for joint returns</td>
</tr>
<tr>
<td>Tuition and Fees Deduction</td>
<td>See Chapter 6</td>
<td>See Chapter 6</td>
<td>See Chapter 6</td>
<td>See Chapter 6</td>
<td>See Chapter 6</td>
<td>See Chapter 6</td>
</tr>
<tr>
<td>Program</td>
<td>Earnings not taxed</td>
<td>No 10% additional tax on early distribution</td>
<td>Amount of qualified education expenses</td>
<td>Books Supplies Equipment</td>
<td>Undergraduate &amp; graduate K-12</td>
<td>No other conditions</td>
</tr>
<tr>
<td>--------------------------------</td>
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<td>-------------------------------------------</td>
<td>---------------------------------------</td>
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<td>-------------------------------</td>
<td>----------------------</td>
</tr>
<tr>
<td><strong>Coverdell ESA</strong></td>
<td>$2,000 contribution per beneficiary</td>
<td>Higher education: Books Supplies Equipment Computer equipment, computer software, or Internet access and related services Expenses for special needs services Payments to QTP: Higher education: Room &amp; board if at least half-time student Elem/sec (K-12) education: See chapter 7</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>
<td></td>
</tr>
<tr>
<td><strong>Qualified Tuition Program (QTP)</strong></td>
<td>None</td>
<td>None</td>
<td>Undergraduate &amp; graduate K-12 for no more than $10,000 of tuition</td>
<td>No other conditions</td>
<td>No phaseout</td>
<td></td>
</tr>
</tbody>
</table>

| **Education Exception to Additional Tax on Early IRA Distributions** | None | Interest not taxed | Amount of qualified education expenses | Payments to Coverdell ESA Payments to QTP | Undergraduate & graduate | Applies only to qualified series EE bonds issued after 1989 or series I bonds | $79,550-$94,550 $119,300-$149,300 for joint returns |

| **Education Savings Bond Program** | None | None | Amount of qualified education expenses | Transportation Travel Other necessary expenses | Undergraduate & graduate | No other conditions | No phaseout |

| **Employer-Provided Educational Assistance** | None | Employer benefits not taxed | $5,250 exclusion | Books Supplies Equipment | Undergraduate & graduate | No other conditions | No phaseout |

| **Business Deduction for Work-Related Education** | None | Individuals who are self-employed, qualified performing artists, fee-based officials, or disabled can deduct certain expenses | Amount of qualifying work-related education expenses | Transportation Travel Other necessary expenses | Required by employer or law to keep present job, salary, status Maintain or improve job skills | Can't be to meet minimum educational requirements of present trade/business Can't qualify you for new trade/business | No phaseout |

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

• Academic Information (p. 39)
• Academic Transferable Courses (p. 41)
• Credit by Examination (p. 44)
• Grading System (p. 46)
• Scholastic Progress Standards (p. 47)
• Attendance Policy (p. 48)
• Student Code of Conduct (p. 48)
• Academic Honors (p. 48)
• Educational Programs (p. 49)
• Transfer Programs (p. 49)
• Graduate Guarantee (p. 50)
• Graduation Requirements (p. 50)

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 outlined 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 2018). Specifically excluded are courses designated as vocational, ESL, ESOL, technical, developmental or remedial, and courses listed as "basic skills."

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

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

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

Notice: As permitted under section 99.34 (a)(1)(ii) 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

(EEDC 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 (EEDC 0101 Educational College Success, PSYC 1300 Learning Framework, EDUC 1300 Learning Framework, ECDG 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 (p. 22.).
- 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, students 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" and may be affected through action taken by the affected student, the course instructor, the instructor's immediate supervisor, or the appropriate administrator.

A student who decides to withdraw from a specific course(s) should initiate withdrawal procedures by securing a Schedule Change form from the Enrollment Center or any Student Information Center. The form must be turned in to the Enrollment Center prior to the published deadline for withdrawals. Students who are failing a course and have not withdrawn as of the established deadline will receive an "F". A student who is not progressing satisfactorily toward completion of course objectives due to non-attendance may be withdrawn from the course by the instructor prior to the published deadline for withdrawals.

It is the student's responsibility to initiate the withdrawal process. The College is not responsible for any liabilities incurred as a result of the student's failure to officially withdraw from the College. Students whose circumstances require them to discontinue attending a course should promptly take steps through the Enrollment Center to officially withdraw from it. Failure to withdraw 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 1, Chapter 4, Subchapter C, Rule 4.55, requires that all Institutions assess the academic skills of each entering, non-exempt undergraduate student prior to enrollment of the student. All full-time or part-time non-exempt students MUST take the TSI ASSESSMENT EXAM before enrolling in any college-level credit coursework. For more information about placement testing and the TSI ASSESSMENT EXAM, refer to the TSI section located in the Admissions Guidelines chapter of this catalog.

Students not meeting Placement Standards to enroll in freshman-level coursework and not qualifying for an exemption who are required to enroll in and attend developmental course(s) work until they meet the Placement Standards for those skills.

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 2316** Painting I 3
- **ARTS 2317** Painting II 3
- **ARTS 2323** Life Drawing I 3
- **ARTS 2326** Sculpture 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
- **BUSI 2305** Business Statistics 3

#### Chemistry
- **CHEM 1405** Introductory Chemistry I for Non-Science Majors 4
- **CHEM 1407** Introductory Chemistry II for Non-Science Majors 4
- **CHEM 1409** General Chemistry for Engineering Majors 4
- **CHEM 1411** General Chemistry I 4
- **CHEM 1412** General Chemistry II 4
- **CHEM 2423** Organic Chemistry I 4
- **CHEM 2425** Organic Chemistry II 4

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

#### Computer Science
- **BCIS 1305** Business Computer Applications 3
- **COSC 1301** Introduction to Computing 3
- **COSC 1315** Introduction to Computer Programming 3
- **COSC 1320** C Programming 3
- **COSC 1337** Programming Fundamentals II 3
- **COSC 1436** Programming Fundamentals I 4
- **COSC 2425** Computer Organization 4
- **COSC 2436** Programming Fundamentals III 4
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>CRIJ 1301</td>
<td>Introduction to Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 1306</td>
<td>Court Systems and Practices</td>
<td>3</td>
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<tr>
<td>CRIJ 1310</td>
<td>Fundamentals of Criminal Law</td>
<td>3</td>
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<tr>
<td>CRIJ 1313</td>
<td>Juvenile Justice System</td>
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<tr>
<td>CRIJ 2313</td>
<td>Correctional Systems and Practices</td>
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<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>DANC 1241</td>
<td>Beginning Ballet</td>
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<td>DANC 1305</td>
<td>World Dance</td>
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<td>DANC 2303</td>
<td>Dance Appreciation</td>
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<td>DRAM 1120</td>
<td>Theater Practicum I</td>
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<td>DRAM 1121</td>
<td>Theater Practicum II</td>
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<td>DRAM 1310</td>
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<td>DRAM 1330</td>
<td>Stagecraft I</td>
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<td>DRAM 1341</td>
<td>Makeup</td>
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<tr>
<td>DRAM 1342</td>
<td>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>
<td>3</td>
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<tr>
<td>DRAM 2120</td>
<td>Theater Practicum III</td>
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<tr>
<td>DRAM 2366</td>
<td>Introduction to Cinema</td>
<td>3</td>
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<td>DRAM 2389</td>
<td>Academic Cooperative</td>
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<td>TECA 1303</td>
<td>Family, School, and Community</td>
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<td>Educating Young Children</td>
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<td>TECA 1318</td>
<td>Wellness of the Young Child</td>
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<td>TECA 1354</td>
<td>Child Growth and Development</td>
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<td>ECON 2301</td>
<td>Principles of Economics I - Macro</td>
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<td>Principles of Economics II - Micro</td>
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<td>Learning Framework</td>
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<td>EDUC 1301</td>
<td>Introduction to the Teaching Profession</td>
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<td>Introduction to Special Populations</td>
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<td>Introduction to Engineering</td>
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<td>ENGR 1304</td>
<td>Engineering Graphics</td>
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<td>ENGR 2301</td>
<td>Engineering Mechanics - Statics</td>
<td>3</td>
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<tr>
<td>ENGR 2302</td>
<td>Engineering Mechanics - Dynamics</td>
<td>3</td>
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<td>ENGR 2303</td>
<td>Engineering Mechanics - Statics and Dynamics</td>
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<td>ENGR 2405</td>
<td>Electrical Circuits I</td>
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<td>ENGR 2406</td>
<td>Introduction to Digital Systems</td>
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<td>Composition I</td>
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<td>Composition II - Rhetoric</td>
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<td>ENGL 2307</td>
<td>Creative Writing I</td>
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<td>ENGL 2311</td>
<td>Technical and Business Writing</td>
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<td>British Literature</td>
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<td>ENGL 2326</td>
<td>American Literature</td>
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<td>ENGL 2331</td>
<td>World Literature</td>
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<tr>
<td>ENGL 2341</td>
<td>Introduction to Forms of Literature</td>
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<tr>
<td>ENGL 2351</td>
<td>Mexican American Literature</td>
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<td>ENGL 2389</td>
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<td>GEOG 1404</td>
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<td>GEOG 1445</td>
<td>Oceanography</td>
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<td>Western Civilization I</td>
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<td>HIST 2312</td>
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<td>HIST 2321</td>
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<td>HIST 2322</td>
<td>World Civilizations II</td>
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<td>Mexican-American History I</td>
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<td>Mexican-American History II</td>
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<td>HIST 2381</td>
<td>African-American History</td>
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<td>HIST 2389</td>
<td>Academic Cooperative</td>
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<td>HUMA 1301</td>
<td>Introduction to Humanities I - Western</td>
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<td>HUMA 1302</td>
<td>Introduction to Humanities II - Non-Western</td>
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<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>
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Kinesiology

KINE 1100  Fitness Walking  1
KINE 1101  Fitness and Motor Development I  1
KINE 1103  Weight Training and Conditioning I  1
KINE 1104  Weight Training and Conditioning II  1
KINE 1105  Badminton  1
KINE 1107  Basketball I  1
KINE 1109  Bowling I  1
KINE 1110  Bowling II  1
KINE 1111  Flag Football I  1
KINE 1113  Golf I  1
KINE 1114  Golf II  1
KINE 1115  Karate I  1
KINE 1116  Karate II  1
KINE 1119  Racquetball I  1
KINE 1120  Racquetball II  1
KINE 1121  Soccer I  1
KINE 1123  Softball I  1
KINE 1125  Swimming I  1
KINE 1126  Swimming II  1
KINE 1127  Tennis I  1
KINE 1128  Tennis II  1
KINE 1129  Volleyball I  1
KINE 1131  Yoga and Flexibility Training  1
KINE 1132  Self Defense and Personal Safety  1
KINE 1133  Outdoor Adventure Training  1
KINE 1149  Team Sports I  1
KINE 1150  Team Sports II  1
KINE 1164  Introduction to Physical Fitness and Wellness  1
KINE 1210  Aerobic Dance I  2
KINE 1211  Aerobic Dance II  2
KINE 1249  Ballet Folklorico I  2
KINE 1250  Ballet Folklorico II  2
KINE 1301  Foundations of Kinesiology  3
KINE 1304  Personal/Community Health I  3
KINE 1306  First Aid  3
KINE 1308  Sports Officiating I  3
KINE 1321  Coaching/Sports/Athletics I  3
KINE 1331  Physical Education for Elementary Education Majors  3
KINE 1336  Introduction to Recreation I  3
KINE 1338  Concepts of Physical Fitness  3
KINE 1346  Drug Use & Abuse  3
KINE 2249  Ballet Folklorico III  2
KINE 2250  Ballet Folklorico IV  2

Mathematics

MATH 1316  Plane Trigonometry  3
MATH 1324  Mathematics for Business & Social Sciences  3
MATH 1332  Contemporary Mathematics  3
MATH 1350  Mathematics for Teachers I  3
MATH 1351  Mathematics for Teachers II  3
MATH 1414  College Algebra  4
MATH 1442  Elementary Statistical Methods  4
MATH 2305  Discrete Mathematics  3
MATH 2412  Pre-Calculus Math  4
MATH 2413  Calculus I  4
MATH 2414  Calculus II  4
MATH 2415  Calculus III  4
MATH 2418  Linear Algebra  4
MATH 2420  Differential Equations  4

Music

MUAP 1201  Applied Violin I  2
MUAP 1202  Applied Viola I  2
MUAP 1203  Applied Cello I  2
MUAP 1204  Applied Double Bass I  2
MUAP 1205  Applied Flute I  2
MUAP 1206  Applied Clarinet I  2
MUAP 1207  Applied Saxophone I  2
MUAP 1208  Applied Trumpet I  2
MUAP 1209  Applied French Horn I  2
MUAP 1210  Applied Trombone I  2
MUAP 1211  Applied Euphonium I  2
MUAP 1212  Applied Oboe I  2
MUAP 1213  Applied Bassoon I  2
MUAP 1214  Applied Tuba I  2
MUAP 1215  Applied Percussion I  2
MUAP 1216  Applied Guitar I  2
MUAP 1217  Applied Piano I  2
MUAP 1218  Applied Voice I  2
MUAP 1219  Applied Music Composition I  2
MUAP 1220  Applied Conducting I  2
MUEN 1121  Band Ensemble  1
MUEN 1122  Brass Ensemble  1
MUEN 1131  Mariachi Ensemble  1
MUEN 1132  Jazz Ensemble  1
MUEN 1133  Guitar Ensemble  1
MUEN 1134  String Ensemble  1
MUEN 1135  Percussion Ensemble  1
MUEN 1136  Woodwind Ensemble  1
MUEN 1141  Choir Ensemble  1
MUSI 1116  Sight Singing and Ear Training I  1
MUSI 1117  Sight Singing and Ear Training II  1
MUSI 1181  Piano Class I  1
MUSI 1182  Piano Class II  1
MUSI 1183  Voice Class I  1
MUSI 1192  Guitar Class  1
MUSI 1303  Fundamentals of Music  3
MUSI 1311  Music Theory I  3
MUSI 1312  Music Theory II  3
MUSI 1306  Music Appreciation  3
MUSI 1307  Music Literature  3
MUSI 1310  American Music  3
MUSI 2116  Sight Singing and Ear Training III  1
MUSI 2117  Sight Singing and Ear Training IV  1
MUSI 2181  Piano Class III  1
MUSI 2182  Piano Class IV  1
MUSI 2311  Music Theory III  3
MUSI 2312  Music Theory IV  3
<table>
<thead>
<tr>
<th>Philosophy</th>
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<tbody>
<tr>
<td>PHIL 1301 Introduction to Philosophy</td>
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<tr>
<td>PHIL 1304 Introduction to World Religion</td>
</tr>
<tr>
<td>PHIL 2303 Introduction to Logic</td>
</tr>
<tr>
<td>PHIL 2306 Introduction to Ethics</td>
</tr>
<tr>
<td>PHIL 2307 Introduction to Social and Political Philosophy</td>
</tr>
<tr>
<td>PHIL 2316 Classical Philosophy</td>
</tr>
<tr>
<td>PHIL 2321 Philosophy of Religion</td>
</tr>
<tr>
<td>PHIL 2389 Academic Cooperative: Philosophy Capstone</td>
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<table>
<thead>
<tr>
<th>Physical Science</th>
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<tbody>
<tr>
<td>PHYS 1403 Stars and Galaxies</td>
</tr>
<tr>
<td>PHYS 1404 Solar System</td>
</tr>
<tr>
<td>PHYS 1415 Physical Science I</td>
</tr>
<tr>
<td>PHYS 1417 Physical Science II</td>
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<tr>
<th>Politics</th>
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<tbody>
<tr>
<td>GOVT 2304 Introduction to Political Science</td>
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<tr>
<td>GOVT 2305 Federal Government</td>
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<tr>
<td>GOVT 2306 Texas Government</td>
</tr>
<tr>
<td>GOVT 2311 Mexican American and Latinx Politics</td>
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<table>
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<tr>
<th>Psychology</th>
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<tbody>
<tr>
<td>PSYC 1300 Learning Framework</td>
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<tr>
<td>PSYC 2301 General Psychology</td>
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<tr>
<td>PSYC 2306 Human Sexuality</td>
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<tr>
<td>PSYC 2307 Adolescent Psychology I</td>
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<td>PSYC 2308 Child Psychology</td>
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<tr>
<td>PSYC 2314 Lifespan Growth and Development</td>
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<tr>
<td>PSYC 2315 Psychology of Adjustment</td>
</tr>
<tr>
<td>PSYC 2316 Psychology of Personality</td>
</tr>
<tr>
<td>PSYC 2317 Statistical Methods in Psychology</td>
</tr>
<tr>
<td>PSYC 2319 Social Psychology</td>
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<table>
<thead>
<tr>
<th>Sign Language (American)</th>
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<tbody>
<tr>
<td>SGNL 1301 Beginning American Sign Language I</td>
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<tr>
<td>SGNL 1302 Beginning American Sign Language II</td>
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<tr>
<td>SGNL 2301 Intermediate American Sign Language I</td>
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<tr>
<td>SGNL 2302 Intermediate American Sign Language II</td>
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<table>
<thead>
<tr>
<th>Social Work</th>
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<tbody>
<tr>
<td>SDCW 2361 Introduction to Social Work</td>
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<table>
<thead>
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<th>Sociology</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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<td>SOCI 2319 Minority Studies</td>
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<thead>
<tr>
<th>Spanish</th>
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<tbody>
<tr>
<td>SPAN 1411 Beginning Spanish I for Non-Spanish Speakers</td>
</tr>
<tr>
<td>SPAN 1412 Beginning Spanish II for Non-Spanish Speakers</td>
</tr>
<tr>
<td>SPAN 2311 Intermediate Spanish I</td>
</tr>
<tr>
<td>SPAN 2312 Intermediate Spanish II</td>
</tr>
<tr>
<td>SPAN 2313 Spanish for Native/Heritage Speakers I</td>
</tr>
<tr>
<td>SPAN 2315 Spanish for Native/Heritage Speakers II</td>
</tr>
<tr>
<td>SPAN 2389 Academic Cooperative</td>
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<table>
<thead>
<tr>
<th>Speech</th>
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<tbody>
<tr>
<td>SPCH 1311 Introduction to Speech Communication</td>
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<tr>
<td>SPCH 1315 Public Speaking</td>
</tr>
<tr>
<td>SPCH 1318 Interpersonal Communications</td>
</tr>
<tr>
<td>SPCH 1321 Business and Professional Communication</td>
</tr>
<tr>
<td>SPCH 2333 Discussion and Small Group Communication</td>
</tr>
<tr>
<td>SPCH 2335 Argumentation and Debate</td>
</tr>
<tr>
<td>SPCH 2389 Academic Cooperative</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>Credit by Examination</th>
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</thead>
<tbody>
<tr>
<td>Credit given by examination may be earned in technical courses only. Students who have been given grades other than a “W” in the course are not eligible for credit by examination. Grades for credit by examination are recorded as credit and are not considered in computing grade point averages. The minimum passing score for credit by examination is 80. Credit earned by students not yet enrolled at STC is held in escrow until the student earns six credit hours at STC. 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.</td>
</tr>
</tbody>
</table>
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 1406, BIOL 1407) or (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>
<tr>
<td>English Language and Composition</td>
<td>3</td>
<td>ENGL 1301</td>
<td>3</td>
</tr>
<tr>
<td>History of the US I</td>
<td>3</td>
<td>HIST 1301, HIST 1302</td>
<td>6</td>
</tr>
<tr>
<td>History of the US II</td>
<td>3</td>
<td>HIST 2311, HIST 2312</td>
<td>6</td>
</tr>
<tr>
<td>Calculus AB</td>
<td>3</td>
<td>MATH 2413</td>
<td>4</td>
</tr>
<tr>
<td>Calculus BC</td>
<td>3</td>
<td>MATH 2413, MATH 2414</td>
<td>8</td>
</tr>
<tr>
<td>Physics B</td>
<td>3</td>
<td>PHYS 1401, PHYS 1402</td>
<td>8</td>
</tr>
<tr>
<td>Physics C: Mechanics</td>
<td>3</td>
<td>PHYS 2425</td>
<td>4</td>
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<tr>
<td>Physics C: Electricity &amp; Magnetism</td>
<td>3</td>
<td>PHYS 2426</td>
<td>4</td>
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<tr>
<td>US Government and Politics</td>
<td>3</td>
<td>GOVT 2305, GOVT 2306</td>
<td>6</td>
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<tr>
<td>Spanish Language</td>
<td>3</td>
<td>SPAN 1411</td>
<td>4</td>
</tr>
<tr>
<td>Spanish Literature</td>
<td>3</td>
<td>SPAN 1411, SPAN 1412</td>
<td>8</td>
</tr>
</tbody>
</table>

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 Macroeconomics</td>
<td>50</td>
<td>ECON 2302</td>
<td>3</td>
</tr>
<tr>
<td>Principles of Microeconomics</td>
<td>50</td>
<td>ECON 2301</td>
<td>3</td>
</tr>
<tr>
<td>College</td>
<td>50</td>
<td>ENGL 1301, ENGL 1302</td>
<td>6</td>
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<tr>
<td>Composition</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>
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<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>
<tr>
<td>Western Civilization II</td>
<td>50</td>
<td>HIST 2312</td>
<td>3</td>
</tr>
<tr>
<td>College Algebra</td>
<td>50</td>
<td>MATH 1414</td>
<td>4</td>
</tr>
<tr>
<td>Calculus</td>
<td>50</td>
<td>MATH 2413, MATH 2414</td>
<td>8</td>
</tr>
<tr>
<td>Introductory Psychology</td>
<td>50</td>
<td>PSYC 2301</td>
<td>3</td>
</tr>
<tr>
<td>Introductory Sociology</td>
<td>50</td>
<td>SOCI 1301</td>
<td>3</td>
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<tr>
<td>College Mathematics</td>
<td>50</td>
<td>MATH 1332</td>
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<tr>
<td>Principles of Management</td>
<td>53</td>
<td>TMGT 3305</td>
<td>3</td>
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<tr>
<td>Principles of Marketing</td>
<td>53</td>
<td>TMGT 3300</td>
<td>3</td>
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<tr>
<td>Introductory Business Law</td>
<td>54</td>
<td>TMGT 3336</td>
<td>3</td>
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</tbody>
</table>

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>IB Examination</th>
<th>STC Course</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>Biology (SL)</td>
<td>BIOL 1408</td>
<td>4</td>
</tr>
<tr>
<td>Biology (HL)</td>
<td>BIOL 1408</td>
<td>8</td>
</tr>
<tr>
<td>Chemistry (SL)</td>
<td>CHEM 1411</td>
<td>4</td>
</tr>
<tr>
<td>Chemistry (HL)</td>
<td>CHEM 1411</td>
<td>8</td>
</tr>
<tr>
<td>Computer Science</td>
<td>COSC 1301</td>
<td>3</td>
</tr>
<tr>
<td>Economics (SL)</td>
<td>ECON 2301</td>
<td>3</td>
</tr>
<tr>
<td>Economics (HL)</td>
<td>ECON 2301</td>
<td>6</td>
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<tr>
<td>English (SL)</td>
<td>ENGL 1301</td>
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<td>English (HL)</td>
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<tr>
<td>Geography</td>
<td>GEOG 1301</td>
<td>3</td>
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<tr>
<td>History</td>
<td>HIST 1301</td>
<td>3</td>
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<td>Mathematics</td>
<td>MATH 1332</td>
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<td>MATH 1414</td>
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<td>Modern Languages</td>
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<tr>
<td>Spanish Language A1 or A2 (SL)</td>
<td>SPAN 1411</td>
<td>8</td>
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<td>Spanish Language A1 or A2 (HL)</td>
<td>SPAN 1412</td>
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<td>Spanish Language B (SL)</td>
<td>SPAN 1411</td>
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<tr>
<td>Spanish Language B (HL)</td>
<td>SPAN 1412</td>
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<tr>
<td>Spanish Language Ab</td>
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<tr>
<td>Music</td>
<td>MUSI 1306</td>
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<td>Music</td>
<td>MUSI 1211 &amp; MUSI 1116</td>
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<td>PHIL 1301</td>
<td>3</td>
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<td>Psychology</td>
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<td>Social and Cultural Anthropology</td>
<td>ANTH 2351</td>
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<td>Theatre Arts</td>
<td>DRAM 1310</td>
<td>3</td>
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<td>Film</td>
<td>DRAM 2366</td>
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<tr>
<td>Visual Arts</td>
<td>ARTS 1301</td>
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### Required Scores for IB Credit

<table>
<thead>
<tr>
<th>IB Examination</th>
<th>STC Course</th>
<th>Credit Hours</th>
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<td>Biology (HL)</td>
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<td>Business and Management</td>
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<td>Chemistry (SL)</td>
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</tr>
<tr>
<td>Chemistry (HL)</td>
<td>CHEM 1412</td>
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<tr>
<td>Computer Science</td>
<td>COSC 1301</td>
<td>3</td>
</tr>
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<td>Economics (SL)</td>
<td>ECON 2301</td>
<td>3</td>
</tr>
<tr>
<td>Economics (HL)</td>
<td>ECON 2302</td>
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<td>English (SL)</td>
<td>ENGL 1301</td>
<td>6</td>
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<tr>
<td>English (HL)</td>
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</tr>
<tr>
<td>Geography</td>
<td>GEOG 1301</td>
<td>3</td>
</tr>
<tr>
<td>History</td>
<td>HIST 1301</td>
<td>3</td>
</tr>
<tr>
<td>History</td>
<td>HIST 1302</td>
<td></td>
</tr>
<tr>
<td>Mathematics</td>
<td>MATH 1332</td>
<td>3 or 4</td>
</tr>
<tr>
<td>Mathematics</td>
<td>MATH 1414</td>
<td></td>
</tr>
<tr>
<td>Modern Languages</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spanish Language A1 or A2 (SL)</td>
<td>SPAN 1411</td>
<td>8</td>
</tr>
<tr>
<td>Spanish Language A1 or A2 (HL)</td>
<td>SPAN 1412</td>
<td>14</td>
</tr>
<tr>
<td>Spanish Language B (SL)</td>
<td>SPAN 1411</td>
<td>8</td>
</tr>
<tr>
<td>Spanish Language B (HL)</td>
<td>SPAN 1412</td>
<td>14</td>
</tr>
<tr>
<td>Spanish Language Ab</td>
<td>SPAN 1411</td>
<td>4</td>
</tr>
<tr>
<td>Music</td>
<td>MUSI 1306</td>
<td></td>
</tr>
<tr>
<td>Music</td>
<td>MUSI 1211 &amp; MUSI 1116</td>
<td></td>
</tr>
<tr>
<td>Philosophy</td>
<td>PHIL 1301</td>
<td>3</td>
</tr>
<tr>
<td>Physics</td>
<td>PHYS 1401</td>
<td>4</td>
</tr>
<tr>
<td>Psychology</td>
<td>PSYC 2301</td>
<td>3</td>
</tr>
<tr>
<td>Social and Cultural Anthropology</td>
<td>ANTH 2351</td>
<td>3</td>
</tr>
<tr>
<td>Theatre Arts</td>
<td>DRAM 1310</td>
<td>3</td>
</tr>
<tr>
<td>Film</td>
<td>DRAM 2366</td>
<td>3</td>
</tr>
<tr>
<td>Visual Arts</td>
<td>ARTS 1301</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>
</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 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>
</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.

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

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

Students not meeting Placement Standards 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 of 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 a "F" for the course.

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

Student Code of Conduct

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

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

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

Academic Honors

Honors Program

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

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

Admission Requirements

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

To apply, the student must:

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

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

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

Curriculum Structure, Honors Instruction

The Honors Curriculum is concentrated in select STC courses designated as Core Curriculum, courses in the major, and/or Bachelor of Applied Technology courses.

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

Honors Program Graduation

Students who complete the appropriate course of study for an Associate Degree or Bachelor of Applied Technology Degree, earn 12 credit hours of Honors courses, and maintain a 3.25 or higher GPA, are eligible to graduate from the Honors Program.

Phi Theta Kappa International Honor Society - Beta Epsilon Mu Chapter

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

To achieve this purpose, Phi Theta Kappa provides opportunities for the development of leadership and service, for an intellectual climate to exchange ideas and ideals, for lively fellowship for scholars,
and for stimulation of interest in continuing academic excellence. Each semester invitation for membership is extended by the Beta Epsilon Mu Chapter to students who are currently enrolled, have completed at least 12 hours of coursework that may be applied to an associate degree, and have a cumulative GPA of 3.5 or higher.

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 advising, 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 4.0 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 specialization 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, 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 Medical and Health Services Management consists of the 42 credit hour Core Curriculum, 48 credit hours of lower-division
technical specialty courses, and 30 credit hours of upper-division coursework.

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

**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 competencies and must specify the areas of deficiency within 90 days of the graduate’s initial employment.

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 skills deficiencies shall be limited to 12 credit hours of tuition-free course work under conditions described above.

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 Science 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 during 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 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).
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 G.P.A.) for all courses in the area of specialization and a minimum overall cumulative average of "C" (2.0 G.P.A. in all other courses).
4. Pay all debts to the College prior to graduation.

Associate of Applied Science

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

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

- for completion of their educational pathway.
- in order to help students stay on track
- provide advisement sessions at critical points in
- Advisors utilize a case management approach to
- Academic Advisors
- selection and degree planning.
- it is very important that students
- is promoted through diverse services offered
- goals and provide the proper guidance and tools
- Academic advising
- point for students during their first year of college
- Academic Advising
- Assistance with preparing student education plan

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
- Student persistence and completion
- 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 complimenting South Texas College’s efforts towards student access, retention and ultimate graduation ensuring that students are engaged and receive a complete college experience.

Additional information can be found online at http://life.southtexascollege.edu/ or by calling 956-872-3535.

Student Activities

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

Student Organizations

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

First-Year Experience

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

Student Government Association

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

Student Leadership Academy

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

Intramural Sports 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 liaison 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
- Nursing and Allied Health
- Distance Learning Programs

**Student ID 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 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.

**Official Statement Relating to Students with Contagious Diseases**

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

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

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

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

**Clinical Requirements of (Nursing and Allied) Health Programs**

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

- Proof of required immunizations:
  - Measles, Mumps, and Rubella (MMR): Proof of Immunizations- 2 doses, or serology report proving immunity.
  - Tetanus/Diphtheria/Pertussis (Tdap): Proof of “booster” dose administered within the last 10 years.
  - Hepatitis B Virus Vaccines: Proof of immunizations (complete series) - three vaccine series, or serology report proving immunity.
  - Varicella (Chickenpox): Proof of immunizations- 2 doses, or serology report proving immunity.
  - Meningitis (state requirement for students under the age of 22) - one dose within the last five years.
  - Current T.B. test with Negative (-) results- must be within the last three months for any NAH Clinical/Practicum course (expires annually)-if positive, chest X-ray required every 2 years.
  - Influenza (required from August-April)
  - Proof of Health/Medical Insurance and Student Accidental Insurance (available through STC)
  - Current CPR certification (Healthcare Provider or BLS Provider) from the American Heart Association
  - Technical Performance Standards-signed statement of ability to perform technical standards for nursing or allied program of study.
  - Current Malpractice Insurance of at least $1 million available through STC (included with tuition)
  - Criminal background check clearance through approved agencies
  - Drug and alcohol screening - 10-panel Drug & Alcohol (results must be negative)
  - Completion of Student Clinical/Practicum/Hospital Orientation (via Blackboard)
  - Valid I.D. (Current Texas Driver’s License, Texas I.D., U.S. Passport with photo and signature)
  - Social Security Card 1 (for verification purposes)

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

**Immunization Requirements**

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

- Measles, Mumps, and Rubella (MMR): Proof of Immunizations- 2 doses, or serology report proving immunity.
- Tetanus/Diphtheria/Pertussis (Tdap): Proof of “booster” dose administered within the last 10 years.
- Hepatitis B Virus: Proof of immunizations (complete series) - 3 vaccine series, or serology report proving immunity.
- Varicella (Chickenpox): Proof of immunizations- 2 doses, or serology report proving immunity.

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

Effective January 1, 2012, Texas 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. Such coverage is voluntary and must be purchased by the student each semester.

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

Students have the following options in regards to purchasing insurance:

a. Have their own insurance (BCBS, Aetna, Medicaid, Medicare, VA, etc.)
b. Purchase the STC policy (insurance must be purchased online): such as
   • Visit SouthTexasCollege
     • Click: Students Tab
     • Under College Life click: Student Voluntary Insurance
c. Accept full financial responsibility for expenses from an accident and/or sickness (students must have insurance)

For information please contact the Cashier's office.

Financial Aid

Education after high school requires time, money, and effort. It's a big investment, and you should carefully evaluate the school you are choosing.

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

• Federal Pell Grant
• Federal Supplemental Educational Opportunity Grant (FSEOG)
• Iraq and Afghanistan Service Grant
• Federal Work-Study

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

• Texas Educational Opportunity Grant (TEOG)
• Towards EXcellence, Access, and Success (TEXAS) Grant
• Texas Public Education Grant (TPEG)
• Texas Work-study
• Texas Work-Study Mentorship Program
• State Exemptions & Waivers

For more information visit www.collegeforalltexas.com

Within the Financial Aid section of this catalog, you will also find information over other programs including:

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

Types of Aid

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

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

Student Eligibility for Federal Aid

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

1. Fill out a Free Application for Federal Student Aid (FAFSA)
2. Meet all Department of Education eligibility requirements including but not limited to:
determine your financial need:

Instead, your EFC is used in an equation to determine student eligibility for the other financial aid programs.

Pell Grant, assuming you meet all other eligibility requirements.

Your Expected Family Contribution (EFC), a measure of you and/or your family’s financial strength. If your EFC is below the formula established by the U.S. Department of Education, the calculation is:

\[
\text{Cost of Attendance} - \text{Expected Family Contribution (EFC)} = \text{Financial Need}
\]

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

\[
\text{Cost of Attendance} - \text{EFC} - \text{Pell Grant} \text{ and any other Financial Aid} = \text{Unmet Need}
\]

Applying for Aid: FAFSA and Renewal FAFSA

The Free Application for Federal Student Aid (FAFSA)

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

Renewal FAFSA

If you applied for federal student aid 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 October 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, Technology, & Nursing and Allied Health) to assist students with the application process. Lab hours may vary from location to location; please contact the closest Office of Student Financial Services for more information on availability.

Our Recommended Priority Dates are:

- March 31, 2019 for Fall semester
- October 1, 2019 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.

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), a measure of you and/or your family’s financial strength. If your EFC is below the following 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:

Steps to Receive Financial Aid

- Step 1: Gather Your Information
  Dependents 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

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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 and speak to a financial aid representative. The committee reviews all requests from students for changes in dependency status. All decisions made by the committee are final.

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

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

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

Verification
The U.S. Department of Education (DOE) selects Free Applications for Federal Student Aid (FAFSA’s) for a review process called verification. In addition, South Texas College may also select a student for verification if the information submitted appears to be 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 Return or IRS Transcript, or with W-2 forms or other financial documents. Additional documents may be requested depending on the information to be verified. Dependent students must submit 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 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.
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 complete; in this email DOE advises students that a corrected Institutional Student Information Record (ISIR), is available for review on the FAFSA on the Web website. If the student wishes, he or she may check with the SFS Office and see how verification affected his/her Expected Family Contribution (EFC). The change will be reflected in the award amounts (if any) on the award letter. After all issues related to verification and any other eligibility issues are resolved, paper award letters are sent via regular mail to students.

Required Documentation
• Verification Worksheets: Forms are available at all Student Financial Services Offices and online at http://studentservices.southtexascollege.edu/financialaid/forms.html
• Income Tax Returns or IRS Tax Return Transcripts for all people whose income information is required by the U.S. Department of Education.
• In cases where information is conflicting the Student Financial Services Office may request additional proof of 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 independent student status, 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
U.S. 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 and increase or decrease one or more of the data elements used to calculate the student’s EFC and/or increase the student’s cost of attendance.

Dependency Overrides
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).

The Expected Family Contribution (EFC) is number that the U.S. Department of Education calculates based on the information that you provide when you complete the FAFSA. The formula used to calculate your EFC is established by law and is used to measure your family’s financial strength on the basis of your family’s income and assets.

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.

Year Round Pell

Effective July 1, 2017, the U. S. Department of Education requires that Pell Grant eligible students receive up to 150% of their scheduled Federal Pell Grant award, each year. This means that if you received a full Pell Grant amount in Fall 2019 and also in Spring 2020, you may qualify for Pell Grant in Summer 2020, from the next award year; this is referred to as Year Round Pell (YRP).

Year Round Pell Eligibility

To be eligible for Year Round Pell, you must:

- Be Pell Grant eligible.
- Be registered at least 6 credit hours.
- Be meeting Financial Aid Satisfactory Academic Progress, including but not limited to:
  - Have lifetime Pell Grant eligibility remaining; students can check this at https://nslds.ed.gov/NSLDS/nslds_SA/ using their FSA ID credentials to log in,
  - Apply and complete Financial Aid File for Award Year 2019-2020.

For more information on U. S. Department of Education eligibility requirements please refer to the sections that follow below, on the award letter, or on South Texas College’s website at: http://studentservices.southtexascollege.edu/finaid/.

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 and his enrollment status. 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>
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<tbody>
<tr>
<td>Full Time</td>
<td>12+ credit hours</td>
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<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 the Expected Family Contribution (EFC) number. The lower the EFC number, the more aid the student is eligible for.

Your Institutional Student Information Record (ISIR) contains this number and will tell you if you are eligible.

To be considered for 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 Grant eligible student attempts his 11th or greater developmental course, that course cannot be counted in the student’s 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%, if not using Year Round Pell) 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%, not using Year Round Pell.
6. Unusual Enrollment History: Effective July 1, 2013, new regulations have been established to prevent fraud and abuse in the Federal Pell Grant and/or Direct Loan Programs by identifying students with unusual enrollment histories. The Student Financial Services Department is required to review the student’s enrollment and financial aid record to determine if, during any of the four award years prior to the current award year, the student has legitimate reasons for the unusual enrollment history.
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 from $500 dollars up to $800 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 at South Texas College. There is no guarantee that every eligible student will be awarded the FSEOG because of limitation of funds. FSEOG funds are awarded by 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. The Federal Pell Grant and the FSEOG work differently; the Federal Pell Grant provides funds to every eligible student but the FSEOG does not because of the limited funds allocated by the U.S. Department of Education.

Eligibility Determination

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

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

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

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

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

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

#### Federal Pell Grant Under The Zero EFC Treatment for Children of Soldiers
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 Student Aid (Pell Grant), if the student was less than 24 years old when the parent or guardian died, or was enrolled at an institution of higher education at the time of the parent or guardian's death.

#### Year Round Pell
The Year Round Pell requirement, as discussed earlier, also applies to the students with the Federal Pell Grant under the Zero EFC Treatment for Children of Soldiers. So if you received a full Federal Pell Grant in Fall 2019 and also in Spring 2020, you may qualify for the Federal Pell Grant in Summer 2020, from the next award year. The same Year Round Pell Eligibility requirements apply, as discussed earlier in the Federal Pell Grant section of the catalog.

#### Award Amounts
Awards are based on a zero EFC (maximum Federal Pell Grant award), and by a student's level of enrollment. Student may only receive these award funds from one institution at a time. Under the Federal Pell Grant Zero EFC Treatment for Children of Soldiers, the student must have a Pell-eligible EFC to receive the maximum Federal Pell Grant award, even if the EFC is not zero.

<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>
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<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 an award if their EFC allows it.
Eligibility Determination
To determine if you are eligible, the U.S. Department of Education uses the Expected Family Contribution (EFC) number. Following Federal Regulations, South Texas College will award the (Zero-EFC-Treatment-for-Children-of-Soldiers) students, the maximum Federal Pell Grant amount as long as they have a Pell-eligible EFC and have met all eligibility requirements.

To be considered for the Federal Pell Grant under the Zero EFC Treatment for Children of Soldiers, 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),
• Have a parent or guardian who died, (when student was less than 24 years old or when student was enrolled at an institution of higher education), as a result of U.S. military service in Iraq or Afghanistan after September 11, 2001 and
• Have a Pell-eligible EFC.

Additional Requirements
South Texas College Student Financial Services Office monitors the same requirements for Federal Pell Grant recipients under the Zero EFC Treatment for Children of Soldiers.

Fund Disbursements
South Texas College will credit the Federal Pell Grant, under the Zero EFC Treatment for Children of Soldiers, 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 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.

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 Student Aid if the student was less than 24 years old when the parent or guardian died, or was enrolled at an institution of higher education at the time of the parent or guardian’s death.

Year Round Pell
The Year Round Pell requirement, as discussed earlier, also applies to the Iraq & Afghanistan Service Grant. So if you received a full Iraq & Afghanistan Service Grant in Fall 2019 and also in Spring 2020, you may qualify for the Iraq & Afghanistan Service Grant in Summer 2020, from the next award year. The same Year Round Pell Eligibility requirements apply, as discussed earlier in the Federal Pell Grant section of the catalog.

Award Amounts
Awards are based on the student’s Federal Pell Grant eligibility as determined by the FAFSA and by a student’s level of enrollment. Under the Iraq & Afghanistan Service Grant a student will receive the maximum award amount under the Federal Pell Grant Program, taking into consideration the student’s enrollment status. Student may only receive these award funds from one institution at a time.

Under the Iraq & Afghanistan Service Grant, the student must have an EFC that is not Federal Pell Grant eligible; the student does need to meet the other Pell Grant eligibility requirements, though, to receive the maximum Federal Pell Grant award amount under the Iraq & Afghanistan Service Grant.

To be considered for the Iraq & Afghanistan Service Grant, 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),
• Have a parent or guardian who died, (when student was less than 24 years old or when student was enrolled at an institution of higher education), as a result of U.S. military service in Iraq or Afghanistan after September 11, 2001 and
• Have an EFC that is not Pell eligible.

Additional Requirements
South Texas College Student Financial Services Office monitors the same requirements for Iraq
& Afghanistan Grant as the Federal Pell Grant requirements.

Fund Disbursements
South Texas College will credit the Iraq & Afghanistan 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 Iraq & Afghanistan 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://stellarservices.southtexascollege.edu/finaid/book_allowances.html

Eligibility Issues
South Texas College Student Financial Services Office monitors requirements that can affect your eligibility for Title IV funds, including but not limited to:

Attendance
The U.S. Department of Education requires that schools are able to document that students are actually in attendance to finalize their Federal 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.

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

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

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

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

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

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 $2166 for the year, then you have received 37.506% ($2166 divided by $5775 + 37.506%) of your award for that year.
If your annual award at full time enrollment is $5775 and you received $717 for the year, then you have received 12.416% ($717 divided by $5775 = 12.416%) of your award for that year.

Your annual percentages are added together to determine your Lifetime Eligibility Used. Once you reach 600% you are terminated from receiving any additional 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 https://nslds.ed.gov/nsls/nslds_SA/, using your FSA ID credentials to log in.

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 Federal 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
Effective July 1, 2013, new regulations have been established to prevent fraud and abuse in the Federal Pell Grant Progam and/or the Direct Loan Programs by identifying students with unusual enrollment histories. The U.S. Department of Education will place an unusual enrollment flag on some of the Free Applications for Federal Student Aid (FAFSA); this flag will indicate that the student has an unusual enrollment history with regard to receiving Federal Pell Grant funds and/or Direct Loan Program funds at multiple institutions. The Student Financial Services Department is required to review the student’s enrollment and financial aid records to determine if, during the past four award years (2015-2016, 2016-2017, 2017-2018 and 2018-2019), 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 (2015-2016, 2016-2017, 2017-2018 and 2018-2019). Academic credit hour earned is considered to have been earned if the academic records show that you received a grade of "A", "B", "C", or "D" as listed in the Grading System Section of the South Texas College Catalog. If you did not earn academic credit hour at each of the previously attended institutions during the past four award years, you may be ineligible for further Federal Student Aid. The South Texas College Student Financial Services Department has the authority to require academic transcripts from the colleges and universities attended during the review period if the documents that you submitted are unclear.

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

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

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

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

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

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

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

Work Study Over-awards and Others
In cases where a student who is a work study employee is over-awarded, the student’s employment will end when the over-award is discovered.

Because the student can’t be required to repay wages earned (except in cases of fraud), the amount of over-awarded may only be reduced by decreasing or cancelling other forms of aid, over which, the school has control of.

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

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

The Federal Work-Study Program provides jobs on-campus and off-campus, for undergraduate students with financial need, allowing them to earn money to help pay education expenses. The program encourages community service work and work related to your course of study. The duration of employment under the Federal Work Study Program is from September 1, 2019 through June 30, 2020 for Award Year 2019-2020. 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; if students are applying during the end of Spring semester for May-June employment, the student must have the upcoming year’s FAFSA complete too,
• Student must be meeting Financial Aid Satisfactory Academic Progress,
• Student must submit a completed Work Study Application.

Applying for Work-Study
To apply for a Work Study position the student must submit a Work Study Application, 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 the student’s and supervisor’s 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’s best interest.

Work Study Over-awards
In cases where a student who is a work study employee is over-awarded, the student’s employment will end when the over-award is discovered.

Because the student can’t be required to repay wages earned (except in cases of fraud), the amount of over-awarded may only be reduced by decreasing or cancelling other forms of aid, over which, the school has control of.

 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 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. 77)

End of Renewal Year
• Minimum 2.5 cumulative GPA
• 75% completion of credit hours attempted for the academic year

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

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

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 5875. Funding is limited and priority is given to students who submitted an application prior to March 15, 2019 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
• If submitting a TASFA application, must submit a Statement of Selective Service Form and a copy of their Selective Service Card
• 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. 77)

End of Renewal Year
• Minimum 2.5 cumulative GPA
• 75% completion of credit hours attempted for the academic year

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

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

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

Eligibility Requirements
There is no additional application to apply for this grant besides the FAFSA. 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 Texas resident 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 was passed in 2001 by the 77th Texas Legislature; this bill was later replaced in 2005 by Senate Bill 1528. Any individual (including citizens, permanent residents, visa holders, and undocumented immigrants) who has lived a significant amount of time in Texas may be eligible to be considered a resident for the purpose of paying in-state tuition. Each bill was codified into the Texas Education Code TEC 54.052 through 54.056.

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

Eligibility Determination
- Student must complete Satisfactory Academic Progress,
- Student must have his/her Financial Aid file complete,
- Student must be meeting Financial Aid Satisfactory Academic Progress,
- Student must submit a completed Work Study Application,
- Student must be a Texas resident.

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

The Texas Work-Study Program provides jobs on-campus and off-campus, for undergraduate students with financial need, allowing them to earn money to help pay education expenses. The program encourages community service work and work related to your course of study. The duration of employment under the Texas Work Study Program is from September 1, 2019 through May 31, 2020 for Award Year 2019-2020. 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,
- Student must be a Texas resident.
Applying for Work-Study
To apply for a Work Study position the student must submit a Work Study Application. Applications are also available at any Student Financial Services Office (Mid Valley, NAH, Pecan, 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.

Work Study Over-awards
In cases where a student who is a work study employee is over-awarded, the student’s employment will end when the over-award is discovered.

Because the student can’t be required to repay wages earned (except in cases of fraud), the amount of over-awarded may only be reduced by decreasing or cancelling other forms of aid, over which, the school has control of.

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 awards through the program. The Bill also establishes a Limit to the Total Number of Hours, cumulative, that a student may take and continue to receive awards through this program. These changes go into effect in fall, 2014. Contact your institution for more information.

State Exemptions and Waivers
• 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.

Work Study Over-awards
In cases where a student who is a work study employee is over-awarded, the student’s employment will end when the over-award is discovered.

Because the student can’t be required to repay wages earned (except in cases of fraud), the amount of over-awarded may only be reduced by decreasing or cancelling other forms of aid, over which, the school has control of.

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

Texas Education Code: TEC 54.014 South Texas College will be implementing a 2.0 Grade Point Average requirement for exemptions and waivers impacted by this legislation. The following are some examples of state exemptions and waivers; information is courtesy of collegeforalltexans.com.

Adopted Students Formerly under the Conservatorship of the Texas Department of Family and Protective Services (TDFPS)
To provide college financial assistance to students who once were in foster or other residential care and/or have been adopted.

Eligibility
For students who were in foster or other residential care, were adopted on or after September 1, 2009; or were adopted, and the subject of an adoption assistance agreement under Subchapter D, Chapter 162, Texas Family Code.

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

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

Blind/Deaf Student Exemption Program
To help enable blind and deaf students to attend public colleges or universities in the state of Texas.

Eligibility
Students must be Texas residents, declare a program of study at the time he/she applies for the exemption, 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).

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 Bill also establishes a Limit to the Total Number of Hours, cumulative, that a student may take and continue to receive awards through this program. These changes go into effect in fall, 2014. Contact your institution for more information.

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

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

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

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

**Eligibility Requirements**

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

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

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

The student must enroll in an institution of higher education as an undergraduate student or in a dual credit course or other course not later than the student’s 25th birthday.

s of June 1, 2016, the following persons may also qualify for the tuition and fee exemption:

A. student whose age was 14 or older on or after June 1, 2016 and subsequently exited DFPSP’s permanent managing conservatorship to the legal responsibility of the parent.

**Eligible Institutions**

Available only for use at a Texas public college or university. Most public institutions of higher education have designated a Liaison Officer to provide assistance to their students formerly under the conservancy of the Texas Department of Family and Protective Services. List of Designated Liaisons

**Award Amount**

Tuition and fees for courses for which the college receives tax support; however, once a student has been determined eligible for the benefit and has enrolled in higher education, the benefit continues indefinitely. There are no duration limitations in statute referencing how many semesters or years a student may receive this exemption.

**Application Process**

Provide the college registrar written proof, from the Department of Family and Protective Services (TDFPS), of eligibility. Form K-908-1003 is the TDFPS verification of written proof.

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

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

**Eligibility**

Apply before the person’s 21st birthday or, if the person is eligible to participate in a school district’s special education program under 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 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 Firewomen’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 classes for which the college receives tax support (i.e., a course that does not depend solely on student tuition and fees to cover its costs). Making satisfactory academic progress toward the student’s degree as determined by the institution.

Award Amount
Tuition and laboratory fees for courses offered as part of a fire science curriculum. No funds may be used to pay tuition for continuing education classes for which the college receives no state tax support. To receive continuation awards, a firefighter (paid or volunteer) must meet the institution’s financial aid academic progress requirements. The exemption may not be applied to additional tuition charged to an undergraduate student with excess or repeated hours under TEC. 54.014(a) or (f), or the additional tuition charged to a graduate student with excess hours under TEC. 61.059(1)(i) 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; 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 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 benefits while taking non-funded courses; and meet the GPA and excessive hour requirement of the institution’s satisfactory academic progress policy in a degree or certificate as determined by the institution’s financial aid policy.

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

Applying for Exemption
Apply and be accepted to a Texas public college or university of his/her choice. Provide proof (DD214, Member 4 copy) from the Department of Defense regarding military service and the nature of discharge; Provide proof of eligibility or ineligibility for GI Bill® benefits (Chapter 31, 33/Post-9/11) by requesting an education benefits letter from the VA office in Muskogee, OK at 888-442-4551 or www.gibill.va.gov; or requesting a certificate of eligibility from federal education benefits from eBenefits (if Veteran has active duty service after 9/11/2001). An application must be submitted at the beginning of each term. Fill out the Hazlewood Exemption application form found at Texas Veteran Commission https://www.tvc.texas.gov/education/hazlewood-act/ 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 whomResources 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 Texas Veteran Commission https://www.tvc.texas.gov/education/hazlewood-act/ along with the Veteran filling out the Hazlewood application process proof of eligibility or ineligibility for GI Bill® benefits (Chapter 31, 33/Post-9 11) by requesting an education benefits letter from the VA office in Muskogee, OK at 888-442-4551 or http://www.gibill.va.gov; or by requesting a certificate of eligibility for federal education benefits from eBenefits (if Veteran has active duty service 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 DD-214 (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 became totally disabled due to 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 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; and meet the GPA and excessive hour requirements 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/was 100% permanently disabled must apply and be accepted to a Texas public college or university. Provide a DD-214 and a disability rating letter or a DD-1300 Report of Casualty regarding the Veteran’s death; provide proof of eligibility for GI Bill® benefits (Chapter 31, 33/Post-9 11) by requesting an education benefits letter from the VA office in Muskogee, OK at 888-442-4551 or www.gibill.va.gov; or by requesting an educational benefits letter from the VA at eBenefits. (if Veteran has active duty service after 9/11/2001). You will need to create a username and password to request your certificate of eligibility. Fill out the Hazlewood Exemption application form found at Texas Veteran Commission https://www.tvc.texas.gov/education/hazlewood-act/ and provide applications, letter of eligibility / ineligibility (if needed), along with a copy of the Veteran’s DD-214 (Member 4), to the financial aid Office of the institution you will be attending. Applications and all supporting documentation must be received by the Institution no later than the last day of class of a term in order to be evaluated for that semester or term.

Exemption for Highest Ranking High School Graduate
To provide an award to students graduating top in their classes in high school.

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

Award Amount
Tuition during both semesters of the first regular session immediately following the student’s high school graduation. ¹ Fees are not covered. No funds may be used to pay tuition for continuing education classes for which the college receives no state tax support.

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

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

Exemption for Peace Officers Disabled in the Line of Duty

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

Eligibility

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

Award Amount

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

Applying for Exemption

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

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

Program Purpose

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

Eligibility

Employed as a Peace Officer by the state of Texas or by a political subdivision of Texas. Enrolled as an undergraduate in an undergraduate program, including certificate, 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.

Applying for Exemption

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 managing conservatorship of the student is awarded to a person other than the student’s parent, if the date is on or after September 1, 2009; or during an academic term in which the student was enrolled in a dual credit course or other course for which a high school student may earn joint high school and college credit; AND enrolls in an institution of higher education as an undergraduate student or in a dual credit course or other course for which a high school student may earn joint high school and college credit not later than the student’s 25th birthday.

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 with written proof, from the Department of Family and Protective Services (TDFPS), 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.collegeforallt'exans.com or http://studentfinancialservices.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.

Disbursement of Loan funds to Student Account
College Access Loan students must submit a College Access Loan Acknowledgement Form and a Loan and Debt Management Form. CAL students are required to submit both forms every semester receiving this loan (funds will not be disbursed without forms on file).

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

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

Loan Request Deadline
All loans offered by South Texas College have a deadline for requesting school certification set by the Office of Student Financial Services. Loan certification requests must be received by the Office of Student Financial Services by 5:00pm 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.

Disbursement of Loan funds to Student Account
Starting in 2018-2019, students receiving loans must review Loan and Debt Management Power Point to help manage their loans. Students are required to submit the Loan and Debt Management Form every semester receiving this loan (funds will not be disbursed without form on file).

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

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

Deferments and forbearances are not automatic. If you have a Direct Stafford Loan, you must contact the Direct Loan Servicing Center to request either option.

If you have a FFEL Stafford Loan, you must contact the lender or agency that holds your loan. For either program, you may have to provide documentation to support your request. You must continue making scheduled payments until you receive notification that the deferment or forbearance has been granted.

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

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

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

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

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

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

Chapter 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/vocrehab/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 https://www.tvc.texas.gov/education/hazlewood-act/

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

Students are encouraged to visit http://studentservices.southtexascollege.edu/finaid/scholarships/ for the latest available scholarships. Please note that each scholarship has a variety of eligibility requirements and 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’s financial aid package is recalculated to prevent over-award.
occurs when the student's financial aid package exceeds his or her financial need.

**External Scholarship Checks**

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

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

**Third Party Programs**

**Texas Workforce Solutions - Vocational Rehabilitation Services (TWS - VRS)**

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

**Applying for TWS-VRS**

To apply for VR services, call, write or visit the TWS-VRS office nearest you and request an appointment to meet with a counselor. If you need help in locating a TWS-VRS office in your area, 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 unless written authorization by TWS-VRS.

**Program Restrictions**

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

**Workforce Innovation Opportunity Act (WIOA) / 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**

A student should contact their local Workforce Solution Center to determine eligibility and types of assistance available to them.

**Workforce Center Locations**

North Hidalgo County  
2719 W. University Drive  
Edinburg, Texas 78539  
Phone: 956-380-0008, Fax: 956-316-2626

Cameron County  
601 East Harrison Avenue  
Harlingen, Texas 78550  
Phone: 956-423-9266, Fax 956-412-2199

West Hidalgo County  
901 Travis St., Suite 7  
Mission, Texas 78572  
Phone: 956-519-4300, Fax: 956-519-4388

Willacy County  
700 FM 3186  
Raymondville, Texas 78580  
Phone: 956-689-3412, Fax: 956-690-0285

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

East Hidalgo County  
2290 W. Pike Blvd., Ste. 100  
Weslaco, Texas 78596  
Phone: 956-969-6100, Fax: 956-969-6190

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

Note: Information is subject to change.

**WIOA/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. WIOA/TAA requires that other aid must be awarded first. If in the event that a student completes or is eligible for any other aid, the WIOA/TAA award will be cancelled and student will be responsible for any balances. 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 South Texas College Student Financial Services 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 Maintenance Technology
- Diesel Technology
- EMT-Intermediate
- EMT-Paramedic
- Heating, Ventilation, Air Conditioning & Refrigeration
- Import/Export
- Medical Information Specialist
- Nursing-LVN
- Precision Manufacturing

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

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 sometimes 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 can 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

Note: Students are responsible to pay any other fees not covered by TGTP.

Texas Tuition Promise Fund Plan
The Texas Tuition Promise Fund is designed to help families and individuals prepay for all or some future tuition and required fees at any two- or four-year Texas public college or university. Account holders purchase Tuition Units, which represent a fixed amount of undergraduate resident tuition and required fees charged by Texas public colleges and universities. The number of units needed varies depending on the school, but generally 100 units represents 30 credit hours, which is considered to be one academic year. Texas Tuition Promise Fund covers only the following charges:
- Tuition
- Registration Fee
- Information Technology Fee
- Learning Support Fee
- Student Activity Fee

Note: Students are responsible to pay any other fees not covered by TTPFP.

Who can open an account?
Any U.S. citizen or legal resident 18 years and older can open an account, as long as the Beneficiary is a Texas resident. If the child is not a Texas resident, a parent must be the Purchaser and a resident of Texas. Charities that award scholarships may also open an account.

Enrollment Period
You may enroll in the Plan any time between Sept. 1 and Feb. 28 (Feb. 29 in leap years). Newborns can be enrolled through July 31 each year. Tuition rates are subject to change at the start of each Enrollment Period on Sept. 1. There is a three-year holding period before any units can be redeemed and the Tuition Units must be paid in full prior to redemption. For more information, contact TEXAS Tuition Promise Fund at 1-800-445-GRAD (4723), option 5 or log on to http://www.texastuitionpromisefund.com/
Other Forms of Assistance
Valley Scholars

The purpose of the Valley Scholars Program is to recognize and promote academic excellence by providing financial assistance, academic support services, mentoring, and leadership development to academically gifted and highly motivated students. To be eligible for this scholarship, a student must be a graduate from an accredited Hidalgo or Starr County high school, graduate within the top 10% or with an 80 average or above, maintain a 3.25 GPA in any college course completed during high school, and be TSI College Ready or TSI Exempt.

AmeriCorps

The AmeriCorps program provides full-time educational awards in return for work in community service. You can work before, during, or after your post-secondary education and you can use the funds either to pay current educational expenses or to repay federal student loans. Please go to www.americorps.gov and register in the online payments system.

Financial Aid Satisfactory Academic Progress

Purpose and Scope

Federal regulations mandate that a student receiving Financial Assistance under Title IV programs must maintain satisfactory academic progress in his/her course of study regardless of whether or not financial aid is awarded each semester. South Texas College’s Financial Aid Satisfactory Academic Progress Policy is applied consistently to all Financial Aid recipients within identifiable categories of students (such as full-time or part-time). Students pursuing a Certificate, Associate, or Bachelor degree are responsible for understanding and adhering to the financial aid satisfactory academic progress policy.

Mandated by Federal and State Regulations, Satisfactory Academic Progress is measured with the following standards:

• Qualitative Standard (Cumulative Grade Point Average)
• Qualitative Standard (Pace of Progress)
• Cumulative Pace of Progress
• Maximum Time Frame

Qualitative Standard

Students will be expected to maintain the minimum academic standards as outlined in the Scholastic Progress Standards Section of the South Texas College Catalog. South Texas College uses a 4-point scale for grade point average (GPA), and requires students to have a 2.0 average after each semester.

Quantitative Standard (Cumulative Pace of Progress)

The quantitative standard is used to accurately measure a student’s progress in a program. There are two components of the quantitative standard:

1. Cumulative Pace of Progress:
   Students must complete 67% of the total Attempted hours at the end of each semester to meet the required pace of progress at South Texas College. You calculate the pace at which a student is progressing by dividing the total number of credit hours successfully completed or earned at the end of each semester by the total number of credit hours attempted at the end of each semester; if the result is greater than or equal to 67%, the student is meeting the requirement of pace of progression by semester. The chart below shows credit hour totals and the number of credit hours that must be completed to meet this requirement. Developmental remedial course work will be counted in the 67% calculation after each semester.

67% Cumulative Progression

This table contains the Attempted credit hours and the Earned/Completed credit hours required to meet 67% progression by semester.

<table>
<thead>
<tr>
<th>Total Attempted Credit Hours</th>
<th>Total Earned/Completed Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>108 Credit Hours</td>
<td>72 Credit Hours</td>
</tr>
<tr>
<td>96 Credit Hours</td>
<td>64 Credit Hours</td>
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<tr>
<td>84 Credit Hours</td>
<td>56 Credit Hours</td>
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<tr>
<td>72 Credit Hours</td>
<td>48 Credit Hours</td>
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<tr>
<td>60 Credit Hours</td>
<td>40 Credit Hours</td>
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<td>48 Credit Hours</td>
<td>32 Credit Hours</td>
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<tr>
<td>36 Credit Hours</td>
<td>24 Credit Hours</td>
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<tr>
<td>24 Credit Hours</td>
<td>16 Credit Hours</td>
</tr>
<tr>
<td>12 Credit Hours</td>
<td>8 Credit Hours</td>
</tr>
</tbody>
</table>

2. Maximum Time Frame (MTF): is the pace at which students must progress through their program of study to ensure that they will graduate within a maximum time frame; students must complete their program of study within a period no longer than 150% of the published length of the program. This is measured by dividing the number of credit hours that the student has attempted by the number of credit hours that are required to complete the student’s program of study. If the student reaches 150 percent or if the result of the division is 1.50, then the student has reached Maximum Time Frame. The graph below contains three examples.

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

| Total Attempted Credit Hours | Completion Requirement Time Hours | Maximum Time Frame Percentage Has student reached Maximum Time Frame? |
|-----------------------------|-----------------------------------|-----------------------------|-----------------------------|
| 182 Credit Hours             | 120 Credit Hours                  | 1.52                        | Yes                         |
| 179 Credit Hours             | 120 Credit Hours                  | 1.49                        | No                          |
| 62 Credit Hours              | 42 Credit Hours                   | 1.48                        | No                          |

In the first example, the program of study requires 120 credit hours to graduate. The student has attempted 182 credit hours (182 / 120 = 1.52) and in this case the student is going over 1.50 percent, so student has reached the Maximum Time Frame. In the second example, the program of study requires 120 credit hours to graduate 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", "DP", "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 be denied further funding until they meet the qualitative and/or quantitative standards again.
- Students who exhaust the Maximum Time Frame allowed for a program of study will be placed on financial aid suspension.
- A student who successfully appeals a GPA or 67% suspension status is placed on FA probation and is 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 is 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.
- This review of FA probation to students is done manually by a FA Representative. Students who are on FA probation are notified by email and regular mail of their status. Students are also required to provide a complete Financial Aid Academic Plan outlining the expectations after a FA appeal has been approved.

Additional Information

The Effect of Incomplete Grades

Courses where the student receives an incomplete (I) at the end of the semester or term, will count as attempted credit hours and as a non-passing grade when assessing if the student will meet 67% Pace of Progress Rule and/or if the student will be within the Maximum Time Frame Rule limit.

Complete Withdrawals and the Financial Aid Satisfactory Academic Progress Policy

Students who withdraw from the college must still maintain FA Satisfactory Academic Progress. A complete withdrawal will always have a negative effect on a student’s standing under this policy. If a student withdraws from school during the semester, his grades for the semester will be all "W"s. These grades are not passing; therefore the student will not meet the 67% Pace of Progress Rule and will be placed either on Financial Aid Warning or Financial Aid Suspension depending on what the student’s status was before the semester began.

The Effect of Repeating Courses

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

Transfer Hours and the 67% Pace of Progress Rule

Transfer hours which have an STC equivalent are counted in the assessment of the 67% Pace of Progress Rule.
Transfer Hours and Maximum Time Frame
Transfer hours which have an STC equivalent are counted in the Maximum Time Frame calculation. Students may request an additional review of transferred courses if these courses count toward graduation at STC in their chosen major by providing a degree plan from the Office of Counseling and Advising. The degree plan will be reviewed by a Financial Aid Officer to determine exactly which transferred credit hours apply to a student’s current program of study. Transferred courses 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 2.00), 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 accidents, 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.
• Students can check the status or decision of their financial aid completed appeal two weeks after submitting the appeal (review process may take longer during peak registration times), by login in to their 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 the catalog and at http://finance.southtexascollege.edu/businessoffice/cashiers/refunds.html.

The second policy is the U.S. Department of Education’s Return of Title IV Funds policy, which is described below.

These two processes are managed by different offices and have different requirements and deadlines and can be a little confusing. If you have questions after reviewing the Financial Information, Tuition Refunds Policy section please contact Cashiers Office at (956) 872-3455; if you have questions after reviewing the Return of Title IV Funds information please contact STC Student Financial Services Office at (956) 872-8375. Both departments may be reached at 855-468-6782.

Policy Summary
The Title IV Programs that are covered by this policy at South Texas College 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, 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. 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 the Eligibility Issues section of our website at http://studentservices.southtexascollege.edu/financial/attendance_definition.html. 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; information on South Texas College’s Withdrawal Procedures can be found at https://catalog.southtexascollege.edu/scholastic-regulations/academic-information/.

Determining Amount of Title IV funds earned
To determine the amount of Title IV funds earned as of the date of the withdrawal, (where the student initiated and completed the withdrawal process with the Enrollment Center), we calculate the percentage of the period completed, (where period is used interchangeably with term or semester), as follows,

• Divide the number of calendar days completed in the period/semester as of the day the student withdrew, by the total number of calendar days in the period/semester.
• The total number of calendar days in a period/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, he has earned 100 percent of his 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 initiated and completed the withdrawal process with the Enrollment Center, is the date that the student was withdrawn by the Enrollment Center. Students who do not initiate the withdrawal process will have a percentage of period/semester completed of up to the 50 percent point of the period/semester/under, the Return of Title IV Funds policy. 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 or by any other department.

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 mini-mester, the student was not considered to have withdrawn, and the school was not required to perform a Return of Title IV funds calculation. This is no longer the case; under the October 29, 2010, final regulations, for all programs offered in modules/mini-mesters, a student is a withdrawal for Title IV purposes if the student ceases attendance at any point prior to completing the payment period or semester.
When a Student Fails to Earn at Least One Passing Grade
As per U.S. Department of Education, students who do not earn at least one passing grade per semester/period 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 is required to recalculate the student’s eligibility and remove some of the financial aid funds that were disbursed on his student account. In most cases, students will end up owing South Texas College hundreds of dollars.

At South Texas College, the withdrawal date for students who do not earn at least on passing grade is the 50 percent point of the semester if a last date of attendance was not provided by any of the instructors. If a last date of attendance was provided, we will use the latest date of attendance to calculate the days completed and divide that by the total days in the semester or payment period. The result will be the Earned Percentage that we will use to recalculate eligibility, (please see examples below).

For students in this situation, the only relief available is related to the date when they stopped attending school classes. If the student participated in a verifiable, academically-related activity past the 60 percent point of the semester (check with the Student Financial Services Office for dates) and proof of this can be collected then the Student Financial Services Office does not have to perform the calculation. The U.S. 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.

Example of Return of Title IV Funds Calculation:
Barbara was enrolled in for 12 credit hours at South Texas College for the fall semester. When Barbara began classes she received a Federal Pell Grant. She withdrew from her classes 53 days into the semester. Her bill for tuition and fees was $1250. There are a total of 159 calendar days in the semester, so Barbara earned 33.3 percent of her Title IV aid (53 days completed divided by 159 total days in the payment period). Barbara received a total of $2675 in Federal Pell Grant for the fall semester. She received a check for the balance of Pell Grant funds in excess of the cost of school after census day.

To determine the amount of Pell Grant funds that Barbara earned, we must multiply the percentage earned by the amount she was eligible to receive.
33.3% X $2675.00= $890.78

Since Barbara was enrolled for 33.3 percent of the fall semester, according to U.S. Department of Education regulations, she has earned $890.78 of her Pell Grant. The U.S. Department of Education requires that South Texas College return half of the unearned funds: $2675 - $890.78 = $1784.22 divided by 2 = $892.11 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 South Texas College $892.11 because she withdrew and the funds are no longer available to cover the cost of her tuition and fees.

This example is an approximation and does not take into account the tuition and fees charged, to get the correct amount of funds earned by the student.

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

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, South Texas College 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 South Texas College. The debt must be repaid before the student is 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
The Lifetime Learning Credit is for qualified tuition and related expenses paid for eligible students enrolled in an eligible educational institution. This credit can help pay for undergraduate, graduate and professional degree courses - including courses to acquire job skills. There is no limit on the number of years you can claim the credit. It is worth up to $2,000 per tax return. Please refer to IRS Publication 970 for more information on how to apply this credit on your tax forms.

Tax Benefits for Higher Education

American Opportunity Tax Credit

The American Opportunity Tax Credit is a credit for qualified education expenses paid for an eligible student for the first four years of higher education. You can get a maximum annual credit of $2,500 per student for the first four years of higher education. There is no limit on the number of years you can claim the credit. It is worth up to $2,000 per tax return. Please refer to IRS Publication 970 for more information on how to apply this tax credit on your tax forms.

Lifetime Learning Credit

The Lifetime Learning Credit is for qualified tuition and related expenses paid for eligible students enrolled in an eligible educational institution. This credit can help pay for undergraduate, graduate and professional degree courses - including courses to acquire job skills. There is no limit on the number of years you can claim the credit. It is worth up to $2,000 per tax return. Please refer to IRS Publication 970 for more information on how to apply this credit on your tax forms.

Frequently Requested Information

Frequently Requested Telephone Numbers and Websites

The STC Office of Student Financial Services maintains an extensive website which contains:

1. Information about aid programs offered at STC at: http://studentservices.southtexascollege.edu/finaid/
2. Information about all subjects related to the financial aid process at STC at: http://studentservices.southtexascollege.edu/finaid/faq.html
3. All STC financial aid forms in .pdf (Adobe Acrobat) format at: http://studentservices.southtexascollege.edu/finaid/forms.html
4. Links to important Federal and State Aid Websites at: http://studentservices.southtexascollege.edu/finaid/websites.html
5. Links to scholarship databases and scholarship sources outside STC at: https://studentservices.southtexascollege.edu/finaid/scholarships/index.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.

Please note that the Student Financial Services Department has taken care to ensure the accuracy and timeliness of the information contained on this publication. However, contents are subject to change without notice because of changing Federal, State and/or Institutional policies.

Traffic and Parking Rules and Regulations

Parking Permits Required

All students, faculty, and staff must purchase a parking permit for each vehicle or motorcycle that will be parked on South Texas College property, with the exception of the Pecan Campus Park and Ride facility that does not require a permit. 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).

82 Traffic and Parking Rules and Regulations
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

<table>
<thead>
<tr>
<th>Citation</th>
<th>Fee</th>
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</thead>
<tbody>
<tr>
<td>1st Citation</td>
<td>$30.00</td>
</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>
</tr>
</tbody>
</table>

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>
<th>Citation</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st Citation</td>
<td>Warning $30.00</td>
</tr>
<tr>
<td>2nd Citation</td>
<td>$50.00</td>
</tr>
<tr>
<td>3rd Citation</td>
<td>$70.00</td>
</tr>
<tr>
<td>4th Citation</td>
<td>$90.00</td>
</tr>
<tr>
<td>5th Citation</td>
<td>$90.00</td>
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</tbody>
</table>

Moving Violation Fees

<table>
<thead>
<tr>
<th>Citation</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st Citation</td>
<td>$30.00</td>
</tr>
<tr>
<td>2nd Citation</td>
<td>$50.00</td>
</tr>
<tr>
<td>3rd Citation</td>
<td>$90.00</td>
</tr>
</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
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. Caso Nursing and Allied Health Campus, Pecan Campus, Starr County Campus, Technology Campus, The Higher Education Center at La Joya, The Higher Education Center at Pharr, 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 Guides and library tutorials
- computer labs and printing services
- librarians and library staff who provide assistance in person, by email, phone, or chat
- study rooms and group computer workstations

Collections & Databases

South Texas College libraries provide students, faculty and staff over 145,000 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, streaming video and audio, and other resources. The library’s print and electronic collection can be searched through Discovery Search, a single portal on the library website. The electronic databases are available on any computer on the College network, including all campus computer labs, faculty and staff computers, and can be accessed off-campus using your South Texas College network username and password.

Computer Labs & Printing Services

Computer access and printing is available at all library locations and Open Computer labs. Library and Open Lab computers are equipped to provide access to the Internet, to Microsoft Office software, and to other specialized software packages. Wi-Fi access and wireless printing are also available at all campus libraries and Open Computer labs.

Campus to Campus Loans

Students, faculty, and staff located on one campus may request items from any other campus library. The requested items will be delivered to their campus. Items usually arrive within two business days.

Interlibrary Loan & TexShare

South Texas College students identify 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 may be borrowed directly from participating TexShare libraries with a current South Texas College ID card and a TexShare card. A TexShare card may be requested from any South Texas College campus library.

Library Events & Art Gallery

Library Services hosts speakers, art exhibits, movies, and other events at STC library locations in an effort to support the curriculum and engage our community. 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) offer comprehensive academic learning support at all five campuses: Mid-Valley, Nursing and Allied Health, Pecan, Starr County, and Technology. CLE services are free and available to all STC students, including Early College High School students and other students participating in dual enrollment. Comprehensive online services include online tutoring, both synchronously and asynchronously, and 24/7 access to student success workshops. Services include academic coaching, drop-in tutoring, appointment tutoring, embedded tutoring, group tutoring, online tutoring, Supplemental Instruction support, learning support workshops, and individual test proctoring.

Part-time and full-time staff members at the CLE help 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. Because of a rigorous training program, the CLE has been awarded the highest level of certification by 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 can 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 centers can be called to make an appointment.
- Academic coaching is available to students during scheduled hours or by appointment. Coaches meet with students every week or as needed to help with topics like using a planner, developing a study plan, managing time more effectively, or being a more effective communicator. As requested by faculty members, academic coaches can also present to classes.
- Supplemental Instruction is a free, 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 SI leaders are typically assigned to courses that are seen as academically challenging. Enrollment in SI classes (marked with "*SI Support" in STC online course schedules) is limited, so early registration is encouraged.
- Embedded Tutoring is an in-class service to support skills labs and courses with specialized equipment or applications. Supportive staff members assist students with practical application of concepts and skills taught by STC faculty.
- 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.
- Test Proctoring is available at the CLE for STC students making up missed exams. 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.
- 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 Jagemet password support. CLE Open Labs support most programs needed by students for their classes and include specialized software titles such as Microsoft Office, Adobe Master Collection, Creative Cloud, SolidWorks, SketchUp, AutoDesk, MasterCam, and many more.

The Centers for Learning Excellence website can be visited 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 www.southtexascollege.edu/alumni.
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, and the community, to help with the transition into higher education.

For more information, or to schedule a visit with a South Texas College Recruiter, please call 956-872-2115.

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 services such as 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.

Enrollment Centers

Enrollment Centers provide information about the college's programs and services, and are located at each South Texas College campus. Prospective, new, current, and returning students, administration, faculty, staff and the community can obtain college information and enrollment support at the Enrollment Centers district wide. 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 - 4-8 Generalist
- Education - EC-6 Generalist
- Education - Grades 8-12
- English
- Human Resources Specialist
- Interdisciplinary Studies
- Language and Cultural Studies-Spanish Concentration
- Mathematics
- Philosophy
- Political Science
- Psychology
- Social Work
- Sociology

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:

- Computer and Information Technologies
- Medical and Health Services Management
- Technology 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 online and on-campus locations.
- Web-Enhanced courses meet on campus as regularly scheduled and have a web component that is either required or elective at the instructor's discretion.

Information about 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 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
   • Floral Design
   • Photography
   • 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
   • SAT Preparation
   • GED Preparation
   • Kids College
   • Teens College
   • TSI College

4. Conferences and Workshops
   • Child Development
   • College Success
   • Education
   • Healthcare
   • Technology

5. Education
   • Alternative Teacher Certification Tutoring (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 Nurse Assistant (CNA)
   • Community Health Worker (Promotor/a)
   • 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
   • Medical Scribe
   • 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 Basics
    • Forklift Certification
    • Internet Basics
    • Maintenance and Repair
    • Microsoft Excel
    • Microsoft Office Specialist
    • Microsoft PowerPoint
    • Microsoft Word
    • OSHA Training
    • Pipe Welding
• Shipping and Receiving Logistics
• Structural Welding

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 training

B. Career 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 (p. 89)
• Associate of Applied Science Electives (p. 91)

Core Curriculum

The Core Curriculum at South Texas College has, at its foundation, the philosophy and purpose of the College and is a composition of general education courses which form the foundation of all Associate of Arts and Associate of Science degrees.

These are degrees that are designed for students who plan to continue their education at a four-year university in order to earn a Bachelor of Fine Arts, Bachelor of Arts or Bachelor of Science degree.

STC is committed to the preparation of intellectually flexible, creative, and productive citizens. Through exposure to a varied range of disciplines and technologies, students will develop:

• an understanding of the importance of lifelong learning
• broad global and social perspectives
• essential skills for tomorrow’s workforce

The purpose of the Core Curriculum is to gain a foundation of knowledge of human cultures and the physical and natural world, develop principles of personal and social responsibility for living in a diverse world, and advance intellectual and practical skills that are essential for all learning.

Core Objectives

• Critical Thinking Skills - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.
• Communication Skills - to include effective development, interpretation and expression of ideas through written, oral and visual communication.
• Empirical and Quantitative Skills - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions.
• Teamwork - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal.
• Personal Responsibility - to include the ability to connect choices, actions and consequences to ethical decision-making.
• Social Responsibility - to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities.

This common body of essential knowledge and skills is taught and reinforced through courses selected in nine Core Components:

• Communication
• Mathematics
• Life and Physical Sciences
• Language, Philosophy & Culture
• Creative Arts
• American History
• Government/Political Science
• Social and Behavioral Sciences, and a
• Component Area Option.

Communication

Composition/Written Communication

6 credit hours

Courses in this category focus on developing ideas and expressing them clearly, considering the effect of the message, fostering understanding, and building the skills needed to communicate persuasively. Courses involve the command of oral, aural, written, and visual literacy skills that enable people to exchange messages appropriate to the subject, occasion, and audience.

ENGL 1301 Composition I 3
ENGL 1302 Composition II - Rhetoric 3

Total Credit Hours 6

Mathematics

3-4 credit hours

Courses in this category focus on quantitative literacy in logic, patterns, and relationships. Courses involve the understanding of key mathematical concepts and the application of appropriate quantitative tools to everyday experience.

Select 3-4 credit hours of the following: 3-4

<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 1325</td>
<td>Calculus for Business &amp; Social Sciences</td>
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<td>MATH 1332</td>
<td>Contemporary Mathematics</td>
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<td>MATH 1414</td>
<td>College Algebra</td>
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<td>Elementary Statistical Methods</td>
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<td>Pre-Calculus Math</td>
</tr>
<tr>
<td>MATH 2413</td>
<td>Calculus I</td>
</tr>
</tbody>
</table>

Total Credit Hours 3-4

Life and Physical Sciences

8 credit hours

Courses in this category focus on describing, explaining, and predicting natural phenomena using the scientific method. Courses involve the understanding of interactions among natural phenomena and the implications of scientific principles on the physical world and on human experiences.

Select 8 credit hours of the following: 8

<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>
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<td>BIOL 1407</td>
<td>Biology for Science Majors II</td>
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<td>BIOL 1408</td>
<td>Biology for Non-Science Majors I</td>
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<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>
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<tr>
<td>BIOL 2402</td>
<td>Anatomy and Physiology II</td>
</tr>
<tr>
<td>CHEM 1405</td>
<td>Introductory Chemistry I for Non-Science Majors</td>
</tr>
<tr>
<td>CHEM 1407</td>
<td>Introductory Chemistry II for Non-Science Majors</td>
</tr>
</tbody>
</table>

South Texas College 89
CHEM 1409  General Chemistry for Engineering Majors
CHEM 1411  General Chemistry I
CHEM 1412  General Chemistry II
GEOL 1403  Physical Geology
GEOL 1404  Historical Geology
GEOL 1445  Oceanography
GEOL 1447  Meteorology
PHYS 1401  College Physics I
PHYS 1402  College Physics II
PHYS 1403  Stars and Galaxies
PHYS 1404  Solar System
PHYS 1415  Physical Science I
PHYS 1417  Physical Science II
PHYS 2425  University Physics I
PHYS 2426  University Physics II

Total Credit Hours  8

Language, Philosophy and Culture
3 credit hours

Courses in this category focus on how ideas, values, beliefs, and other aspects of culture express and affect human experience. Courses involve the exploration of ideas that foster aesthetic and intellectual creation in order to understand the human condition across cultures.

Select 3 credit hours of the following:  3
ARTS 1304  Art History II
ENGL 2321  British Literature
ENGL 2326  American Literature
ENGL 2331  World Literature
ENGL 2341  Introduction to Forms of Literature
ENGL 2351  Mexican American Literature
HUMA 1301  Introduction to Humanities I - Western
HUMA 1305  Introduction to Mexican-American Studies
HUMA 2319  American Minority Studies
HUMA 2323  World Cultures
MUSI 1307  Music Literature
PHIL 1301  Introduction to Philosophy
PHIL 1304  Introduction to World Religions
PHIL 2303  Introduction to Logic
PHIL 2306  Introduction to Ethics
PHIL 2307  Introduction to Social and Political Philosophy
PHIL 2316  Classical Philosophy
PHIL 2321  Philosophy of Religion
SGNL 2301  Intermediate American Sign Language I
SPAN 2311  Intermediate Spanish I
SPAN 2312  Intermediate Spanish II
SPAN 2313  Spanish for Native/Heritage Speakers I
SPAN 2315  Spanish for Native/Heritage Speakers II

Total Credit Hours  3

Creative Arts
3 credit hours

Courses in this category focus on the appreciation and analysis of creative artifacts and works of the human imagination. Courses involve the synthesis and interpretation of artistic expression and enable critical, creative, and innovative communication about works of art.

Select 3 credit hours of the following:  3
ARCH 1301  Architectural History I
ARCH 1302  Architectural History II
ARTS 1301  Art Appreciation
ARTS 1303  Art History I
DANC 1305  World Dance
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

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

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>ANTH 2301</td>
<td>Physical Anthropology</td>
</tr>
<tr>
<td>ANTH 2302</td>
<td>Introduction to Archeology</td>
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<tr>
<td>ANTH 2351</td>
<td>Cultural Anthropology</td>
</tr>
<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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<td>CRIJ 1310</td>
<td>Fundamentals of Criminal Law</td>
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<tr>
<td>CRIJ 2313</td>
<td>Correctional Systems and Practices</td>
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<tr>
<td>CRUJ 2328</td>
<td>Police Systems and Practices</td>
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<tr>
<td>ECON 2301</td>
<td>Principles of Economics I - Macro</td>
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<tr>
<td>GOVT 2304</td>
<td>Introduction to Political Science</td>
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<tr>
<td>GOVT 2311</td>
<td>Mexican American and Latinx 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>
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<tr>
<td>PSYC 2307</td>
<td>Adolescent Psychology I</td>
</tr>
<tr>
<td>PSYC 2314</td>
<td>Lifespan Growth and Development</td>
</tr>
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<td>PSYC 2315</td>
<td>Psychology of Adjustment</td>
</tr>
<tr>
<td>SOCI 1301</td>
<td>Introductory Sociology</td>
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<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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<td>SOCI 2319</td>
<td>Minority Studies</td>
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<td>SOCW 2361</td>
<td>Introduction to Social Work</td>
</tr>
<tr>
<td>TECA 1354</td>
<td>Child Growth and Development</td>
</tr>
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</table>

Total Credit Hours: 3-4

Component Area Option

3-4 credit hours

Select 3-4 credit hours of the following: 3-4

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<td>Business Computer Applications</td>
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<tr>
<td>BIOL 1322</td>
<td>Nutrition and Diet Therapy I</td>
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<tr>
<td>BIOL 2406</td>
<td>Environmental Biology</td>
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<td>BIOL 2416</td>
<td>Genetics</td>
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<tr>
<td>BIOL 2421</td>
<td>Microbiology for Science Majors</td>
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<tr>
<td>CHEM 2423</td>
<td>Organic Chemistry I</td>
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<td>CHEM 2425</td>
<td>Organic Chemistry II</td>
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<tr>
<td>COSC 1301</td>
<td>Introduction to Computing</td>
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<td>COSC 1320</td>
<td>C Programming</td>
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<td>COSC 1337</td>
<td>Programming Fundamentals II</td>
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<td>COSC 1436</td>
<td>Programming Fundamentals I</td>
</tr>
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<td>COSC 2425</td>
<td>Computer Organization</td>
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<td>COSC 2436</td>
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<td>EDUC 1300</td>
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<td>ENGR 1201</td>
<td>Introduction to Engineering</td>
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<tr>
<td>ENGR 1304</td>
<td>Engineering Graphics</td>
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<tr>
<td>ENGR 2301</td>
<td>Engineering Mechanics - Statics</td>
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<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 2305</td>
<td>Discrete Mathematics</td>
</tr>
<tr>
<td>MATH 2418</td>
<td>Linear Algebra</td>
</tr>
<tr>
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<td>Differential Equations</td>
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<td>PSYC 1300</td>
<td>Learning Framework</td>
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<tr>
<td>SPCH 1311</td>
<td>Introduction to Speech Communication</td>
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<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>
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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>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>ARTS 1301</td>
<td>Art Appreciation</td>
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<tr>
<td>ARTS 1303</td>
<td>Art History I</td>
<td>3</td>
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<tr>
<td>ARTS 1304</td>
<td>Art History II</td>
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Architecture

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<th>Course Title</th>
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<tbody>
<tr>
<td>ARCH 1301</td>
<td>Architectural History I</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 1302</td>
<td>Architectural History II</td>
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Dance

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<th>Course Title</th>
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<tr>
<td>DANC 1305</td>
<td>World Dance</td>
<td>3</td>
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<td>DANC 2303</td>
<td>Dance Appreciation</td>
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Drama

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<tr>
<td>DRAM 1310</td>
<td>Introduction to Theater</td>
<td>3</td>
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<tr>
<td>DRAM 2366</td>
<td>Introduction to Cinema</td>
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Foreign Language

<table>
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<td>Intermediate Spanish I</td>
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<td>SPAN 2312</td>
<td>Intermediate Spanish II</td>
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<td>SGNL 2301</td>
<td>Intermediate American Sign Language I</td>
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<td>Spanish for Native/Heritage Speakers I</td>
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<td>SPAN 2315</td>
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<td>HUMA 1301</td>
<td>Introduction to Humanities I - Western</td>
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<td>HUMA 1302</td>
<td>Introduction to Humanities II - Non-Western</td>
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<td>American Minority Studies</td>
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<td>PHIL 1304</td>
<td>Introduction to World Religions</td>
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<td>PHIL 2303</td>
<td>Introduction to Logic</td>
<td>3</td>
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<td>PHIL 2306</td>
<td>Introduction to Ethics</td>
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<td>PHIL 2307</td>
<td>Introduction to Social and Political Philosophy</td>
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<td>PHIL 2316</td>
<td>Classical Philosophy</td>
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<td>PHIL 2321</td>
<td>Philosophy of Religion</td>
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<td>Stars and Galaxies</td>
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<td>PHYS 1404</td>
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<td>PHYS 1415</td>
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<td>Meteorology</td>
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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. 95)

Computer and Information Technologies
• Computer and Information Technologies (Bachelor of Applied Technology) (p. 98)

Medical and Health Services Management
• Medical and Health Services Management (Bachelor of Applied Technology) (p. 102)

Technology Management
• Technology Management (Bachelor of Applied Technology) (p. 105)
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, lower-division electives, and upper-division. 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 enhanced communication skills, critical thinking, and people skills. Graduates of this program pursue careers in education, government, nonprofit, and business organizations.

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

General Education Courses

Required Lower-Division Coursework

Required Upper-Division Coursework

Total Credit Hours

Lower Division-Requirements

STC Core Curriculum (42 Credit Hours)

The student is required to take 42 credit hours from the STC Core Curriculum (p. 89). 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)

Required Lower-Division Electives.

All lower-division core curriculum, lower-division electives, and upper-division are offered 100% online and in a competency-based delivery format. *Capstone courses are not offered in competency-based delivery format.

Foundation Curriculum

Entering freshmen are recommended to take the following five foundation courses as part of the 48-hour lower-division electives.

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<th>Course Name</th>
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<td>Beginning Spanish II for Non-Spanish Speakers</td>
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<td>HRPO 2307</td>
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<tr>
<td>BUSG 1303</td>
<td>Principles of Finance</td>
<td>3</td>
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<td>BMGT 1301</td>
<td>Supervision</td>
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<td>BUSI 1301</td>
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Additional Lower-Division Electives

Students may select from the following list of courses to complete the 48-hour lower-division coursework.

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<td>Small Business Management/Entrepreneurship</td>
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<td>Principles of Financial Accounting</td>
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<td>United States History I</td>
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<td>Principles of Economics I - Macro</td>
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**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. All the upper-division courses are offered 100% online and in a competency-based delivery format. *Capstone courses are not offered in competency-based delivery format.

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<td>Capstone II</td>
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</tr>
</tbody>
</table>

**TSI LIABLE**

**Program Learning Outcomes**

Through the Bachelor of Applied Science in Organizational Leadership students complete coursework that is aligned to the following program learning outcomes:

1. **Interpersonal Skills:** Demonstrate the ability to establish productive relationships by communicating effectively individually and collectively.
2. **Organizational Behavior:** Identify organizational problems based on effective functional and dysfunctional individual, team, and organizational behaviors.
3. **Problem Solving/Decision Making:** Evaluate the appropriateness of a decision in a case study.
4. **Change Management:** Analyze different factors resistant to change in organizations.
5. **Resource Management:** Identify resources to complete a task within a specified time frame.

**Three - Four Year Recommended Course Sequence (7 Week Terms)**

All lower-division core curriculum, lower-division electives, and upper-division are offered 100% online and in a competency-based delivery format. *The Capstone courses are not offered in competency-based delivery format.*

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>ECON 1301</td>
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<td>SPAN 1411</td>
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<td>SPCH 1311</td>
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<td>SPAN 1412</td>
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<tr>
<td>BUSI 2301</td>
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<td>BMGT 1301</td>
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<td>BUSG 1303</td>
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<td>BUSI 2301</td>
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<td>Business and Professional Communication</td>
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<tr>
<td>Summer Term 2</td>
<td>Human Resources Management</td>
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<tr>
<td>ARTS 1301 or DRAM 1310</td>
<td>Art Appreciation or Introduction to Theater</td>
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<tr>
<td>Third Year Fall Term 1</td>
<td>Small Business Management/Entrepreneurship</td>
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<td>CRIJ 1301</td>
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<td>Principles of Economics II - Micro</td>
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<td>HRPO 2307</td>
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<td>Principles of Financial Accounting</td>
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<td>MATH 1442</td>
<td>Elementary Statistical Methods</td>
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<td>Spring Term 2</td>
<td>Issues in Organizational Leadership</td>
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<tr>
<td>ORGL 3321</td>
<td>Data Driven Decision-Making I</td>
</tr>
<tr>
<td>Summer Term 1</td>
<td>Behavior/Ethics/Leadership I</td>
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<td>ORGL 3331</td>
<td>Data Driven Decision-Making II</td>
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<td>Summer Term 2</td>
<td>Organizational Change</td>
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<tr>
<td>ORGL 4341</td>
<td>Management Theory I</td>
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<td>Fourth Year Fall Term 1</td>
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<td>ORGL 4351</td>
<td>Management Theory II</td>
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<td>Fall Term 2</td>
<td>Capstone I</td>
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<tr>
<td>ORGL 4361</td>
<td>Capstone II</td>
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<td>Total Credit Hours</td>
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</table>
Bachelor of Applied Technology in Computer and Information Technologies

This program is a Selective Program. Application requirements are included in the description below.

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 prepare students with relevant, technical knowledge of CIT practices, in order to provide solutions for real-world problems and technical support for computer-based information systems. Technology-oriented coursework will form the core requirements for this program, with an emphasis on the application and implementation of current technologies.

The program's objectives include promoting academic development in a number of ways. The program offers a required capstone course that will enhance the educational experience and employment potential for students. 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 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 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, a grade of "B" or better in all competency-based courses, 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-Lower Level | 48 |
| Required CIT Courses-Upper Level | 30 |
| Total Credit Hours | 120 |

Lower Division-Requirements

STC Core Curriculum (42 Credit Hours)

The student is required to take 42 credit hours from the STC Core Curriculum (p. 89). 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.

All Lower division core curriculum are offered 100% online and in a competency-based delivery format. Students beginning the Bachelor of Applied Technology Program upper-level coursework after completion of an Associate of Arts or Associate of Science degree will have fulfilled the Core Curriculum requirement for bachelor degree graduates.

Technical Support Areas (48 Credit Hours)

The student is required to complete 48 credit hours of technical specialty coursework from an approved Associate of Applied Science (A.A.S.) degree. The 48 credit hours must include the courses (18-20 credit hours) listed below. The approved A.A.S. degrees are as follows: Information Technology, 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.

| ITNW 1425 | Fundamentals of Networking Technologies and Networking with TCP/IP | 8 |
| & ITNW 2421 | () |
| or CPMT 1449 & CPMT 2449 | Computer Networking Technology and Advanced Computer Networking Technology | |
| ITSE 1402 | Computer Programming | 3-4 |
| or COSC 1320 | C Programming | |
| or COSC 1436 | Programming Fundamentals I | |
| ITSE 1411 | Beginning Web Page Programming | 3-4 |
| or COSC 1315 | Introduction to Computer Programming | |
ITSY 1400 Fundamentals of Information Security 4

Total Credit Hours 18-20

Note: Students entering the BAT program with a completed Associate of Science (A.S.) or Associate of Arts (A.A.) degree may apply their field of study coursework toward the 48 credit hour technical specialty requirement.

Upper-Division Requirements
Prerequisites for Upper-Level Coursework
• Junior Standing
  • Completion of an Associate of Applied Science (A.A.S.) degree or completion of sixty (60) credit hours from a regionally accredited institution 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 Computer & Information Technologies
Major Courses (30 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.

CITP 3305 System Analysis and Design 3
CITP 3306 Internet/intranet Server Integration 3
CITP 3310 Survey of Programming Languages 3
CITP 3312 Fundamentals of Information Security 3
CITP 3320 Database Management 3
CITP 4301 Capstone: Computer and Information Technology Internship 3
or CITP 4348 Cybersecurity Assessments
CITP 4316 Advanced Web Design 3
CITP 4317 or CITP 4346 Cyber Law and Digital Forensics
CITP 4330 Advanced Network Security 3
CITP 4340 Special Topics Course - CIT 3
or CITP 4347 Principles of Cybersecurity
CITP 4350 Advanced Computer Programming 3

Total Credit Hours 30

Through the Bachelor of Applied Technology in Computer and Information Technologies outcomes, the student will be able to:
• Develop web-based applications.
  • Design, develop, and secure dynamic and data-driven web applications utilizing server-side technologies and database management. CITP 4316
• Develop computer networks.
  • Install and troubleshoot Linux servers and manage Windows servers using system policies, profiles, security, and performance monitoring. CITP 3306
• Secure network infrastructures.
  • Identify, implement, and maintain network security, data defense, access control models, authentication, encryption, hashing, and proper security documentation. CITP 3312
• Differentiate and implement various security tools in the defense of a computer network and conduct penetration testing. CITP 4330
• Select and apply reverse software engineering tools to system security, software design, malware analysis. CITP 3311
• Analyze proper handling of digital evidence, cyber laws and regulations, and methods of detecting concealed digital information. CITP 4346
• Monitor, audit, analyze, and revise computer and network security systems to ensure appropriate levels of protection are in place. CITP 4347
• Develop a threat model, conduct a vulnerability analysis, and use penetration tools to exploit weaknesses in a computer system. CITP 4348
• Design and utilize databases.
  • Manipulate, define, and maintain the components of a relational database, such as records, table structures, schema objects, and security. CITP 3320
• Develop applications in modern programming languages.
  • Utilize system design tools, data storage, arithmetic expressions, modular programming, and object-oriented methodologies. CITP 3305
• Utilize file input/output operations, control structures, and application development. CITP 3310
• Create a working software product according to required specifications and design documentation and evaluate its intended functionality. CITP 4340
• Create event-driven applications with graphical user interfaces, databases, and programming methodologies, such as modularity, encapsulation, information hiding, abstraction, and polymorphism. CITP 4350
• Demonstrate integration of IT skills in a capstone internship.
  • Communicate technical information, apply skills in an internship, and participate in a team project. CITP 4301

TSI LIABLE

STC Core Curriculum
ENGL 1301 Composition I 3
ENGL 1302 Composition II - Rhetoric 3
MATH 1414 College Algebra 4
### Bachelor of Applied Technology in Computer and Information Technologies

<table>
<thead>
<tr>
<th>Course Code</th>
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<td>HIST 1301</td>
<td>United States History I</td>
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<tr>
<td>HIST 1302</td>
<td>United States History II</td>
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</tr>
<tr>
<td>GOVT 2305</td>
<td>Federal Government</td>
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<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
<td>3</td>
</tr>
<tr>
<td>Component Area Option - Core Curriculum (p. 91)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
<td></td>
<td></td>
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<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 90)</td>
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</tr>
<tr>
<td>Creative Arts Elective - Core Curriculum (p. 90)</td>
<td></td>
<td></td>
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<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 90)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 90)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Credit Hours</strong></td>
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<td>120-122</td>
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</table>

1 Students entering the BAT program with a completed A.A. or A.S. degree may apply their Field of Study coursework towards this requirement. Any additional hours needed to complete the 48 credit hours of Technical Speciality 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 Title</th>
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<tr>
<td>ENGL 1301 Composition I</td>
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<td>HIST 1301 or HIST 2327 United States History I or Mexican-American History</td>
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<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 90)</td>
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<tr>
<td>ITNW 1425 or CPMT 1449 Fundamentals of Networking Technologies or Computer Networking Technology</td>
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<td><strong>Spring</strong></td>
<td></td>
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<tr>
<td>ENGL 1302 Composition II - Rhetoric</td>
<td>3</td>
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<tr>
<td>HIST 1302 or HIST 2328 United States History II or Mexican-American History II</td>
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<td>MATH 1414 College Algebra</td>
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<td>ITNW 2421 or CPMT 2449 Networking with TCP/IP or Advanced Computer Networking Technology</td>
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<td>GOVT 2305 Federal Government</td>
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<td>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
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<td>Creative Arts Elective - Core Curriculum (p. 90)</td>
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<td>ITSE 1402 Computer Programming</td>
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<td>COSC 1320 C Programming</td>
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<td>COSC 1436 Programming Fundamentals I</td>
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<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 90)</td>
<td>3</td>
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<tr>
<td>GOVT 2306 Texas Government</td>
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<td>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
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<tr>
<td>ITSE 1411 or COSC 1315 Beginning Web Page Programming or Introduction to Computer Programming</td>
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<tr>
<td>ITSY 1400 Fundamentals of Information Security</td>
<td>4</td>
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<td><strong>Credit Hours</strong></td>
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<td>Course Title</td>
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<tr>
<td>CITP 3306</td>
<td>Internet/Intranet Server Integration</td>
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<td>System Analysis and Design</td>
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**Spring**

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<tr>
<td>CITP 3312</td>
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<td>CITP 3310</td>
<td>Survey of Programming Languages</td>
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**Fourth Year**

**Fall**

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<tr>
<td>CITP 4316</td>
<td>Advanced Web Design or Cyber Law and Digital Forensics</td>
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<td>or CITP 4346</td>
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<td>CITP 4330</td>
<td>Advanced Network Security</td>
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<td>CITP 4350</td>
<td>Advanced Computer Programming</td>
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**Spring**

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<tr>
<td>CITP 3320</td>
<td>Database Management</td>
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<td>CITP 4301</td>
<td>Capstone: Computer and Information Technology</td>
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</tr>
<tr>
<td>or CITP 4348</td>
<td>Internship or Cybersecurity Assessments</td>
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<tr>
<td>CITP 4340</td>
<td>Special Topics Course - CIT or Principles of Cybersecurity</td>
<td>3</td>
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<tr>
<td>or CITP 4347</td>
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<td>Technical Specialty Course</td>
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<td></td>
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<tr>
<td></td>
<td><strong>Credit Hours</strong></td>
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</tr>
</tbody>
</table>

**Total Credit Hours**

| Credit Hours | 120-122 |
Bachelor of Applied Technology in Medical and Health Services Management

This program is a Selective Program. Application requirements are included in the description below.

TSI LIABLE

The Bachelor of Applied Technology degree (B.A.T.) in Medical and Health Services Management (MHSM) will prepare graduates for entry to mid-level management positions in a health care or medical facility, or any health-related office/organization.

Students that enroll in the MHSM Program will have the choice between two instructional formats: 1) the traditional online (16 weeks) semester long; or 2) the competency-based education (CBE) online (7 weeks) term. All the Core curriculum and all the upper-level curriculum are available in both traditional and CBE, except the Practicum for Health Care Manager course. Additionally, some elective courses are available in both delivery formats, but not all of them.

Graduates of this program will provide valuable expertise in the area of health care systems management to include but not limited to finance, medical staff roles and responsibilities, risk management, reimbursement mechanisms, project management, the electronic medical record, health statistics principles, privacy issues, and legal issues related to the health care industry.

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 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 in the traditional format and a minimum overall cumulative average of "C" (2.0 GPA in all other courses). However, in the competency-based education format, students MUST earn a grade B or A to successfully pass the course.
• Pay all debts to the College prior to graduation.

Degree Components

General Education Courses 42
Technical Support Areas 48
Medical and Health Services Management 30
Required Courses

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. 89). Students beginning the Bachelor of Applied Technology Program upper-level coursework upon completion of an approved Associate of Applied Science (A.A.S.) degree must complete an additional 27 general education credit hours in order to fulfill the forty-two (42) credit hour general education Core Curriculum required at South Texas College.

Students beginning the Bachelor of Applied Technology Program upper-level coursework after completion of an Associate of Arts or Associate of Science degree will have fulfilled the Core Curriculum requirement for bachelor degree graduates.

Technical Support Areas (48 Credit Hours)
The student is required to complete 48 credit hours of technical specialty coursework from an approved Associate of Applied Science (AAS) degree. The 48 credit hours must include the 3 courses (9 credit hours) listed below. The remaining 39 credit hours must be earned within an approved A.A.S. degree.

ACCT 2401 Principles of Financial Accounting 4
HITT 1255 Health Care Statistics 2
HITT 1305 Medical Terminology I 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 39 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; 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.
- Students that enroll in competency-based education (CBE) courses MUST earn a grade B or A to successfully pass the course.

**Required Medical and Health Services Management**

**Major Courses (30 Credit Hours)**
The upper-division Medical and Health Services Management major courses educate students in the fundamentals of health care systems management to include but not limited to finance, medical staff roles and responsibilities, reimbursement mechanisms, the electronic medical record, privacy issues, risk management, health statistics principles, project management, and legal issues related to the health care industry.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MHSM 3300</td>
<td>Principles of Health Care Management</td>
<td>3</td>
</tr>
<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 3335</td>
<td>Financial Management for Health Care Managers</td>
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<td>MHSM 3411</td>
<td>Health Care Information Technology</td>
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<td>MHSM 4304</td>
<td>Risk Management for Health Professionals</td>
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<tr>
<td>MHSM 4351</td>
<td>Public and Community Health Management</td>
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<td>MHSM 4352</td>
<td>Project Management for Healthcare</td>
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<tr>
<td>MHSM 4551</td>
<td>Health Care Management Practicum</td>
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</tbody>
</table>

**TSI LIABLE**

Through the Bachelor of Applied Technology in Medical and Health Services Management Program Learning Outcomes, the student will be able to:

1. Demonstrate the ability to incorporate clinical, operational, financial, and statistical data into health care manager decision-making.
2. Demonstrate effective communication both verbally and in written form, to a variety of health care audiences and situations.
3. Demonstrate the ability to interpret JCAHO standards for a health care institution and to implement the appropriate method of quality assurance.
4. Demonstrate ability to implement the requirements of hiring licensed health care personnel, maintaining personnel records, and determining schedules, wages, and benefits in the health care setting.
5. Demonstrate the ability to make ethical decision during daily operations.

**TSI LIABLE**

**STC Core Curriculum**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
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<tbody>
<tr>
<td>ENGL 1301</td>
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<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
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<tr>
<th>Course Code</th>
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<td>MATH 2412</td>
<td>Pre-Calculus Math</td>
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<td>HIST 1301</td>
<td>United States History I</td>
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</tr>
<tr>
<td>or HIST 2327</td>
<td>Mexican-American History I</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1302</td>
<td>United States History II</td>
<td>3</td>
</tr>
<tr>
<td>or HIST 2328</td>
<td>Mexican-American History II</td>
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<td>GOVT 2305</td>
<td>Federal Government</td>
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<td>Texas Government</td>
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Select one of the following:

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<tr>
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<td>PSYC 2317</td>
<td>Statistical Methods in Psychology</td>
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<td>SOCI 1301</td>
<td>Introductory Sociology</td>
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<td>SOCI 1306</td>
<td>Social Problems</td>
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<td>SOCI 2301</td>
<td>Marriage and the Family</td>
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<td>SOCI 2319</td>
<td>Minority Studies</td>
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Component Area Option - Core Curriculum (p. 91)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>ENGL 1301</td>
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<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
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<tr>
<td>HITT 1255</td>
<td>Health Care Statistics</td>
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<tr>
<td>HITT 1305</td>
<td>Medical Terminology I</td>
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Technical Specialty Courses

**Foundational Courses (Required)**

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<thead>
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<tr>
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<td>Principles of Financial Accounting</td>
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<td>HITT 1255</td>
<td>Health Care Statistics</td>
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<td>HITT 1305</td>
<td>Medical Terminology I</td>
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Technical Specialty Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
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<td>Principles of Health Care Management</td>
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<td>U.S. Health Care Delivery</td>
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<td>MHSM 3303</td>
<td>Statistics for Health Care Managers</td>
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<td>Financial Management for Health Care Managers</td>
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<td>MHSM 3411</td>
<td>Health Care Information Technology</td>
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<td>MHSM 4304</td>
<td>Risk Management for Health Professionals</td>
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<td>Public and Community Health Management</td>
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<td>MHSM 4551</td>
<td>Health Care Management Practicum</td>
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<tr>
<td>MHSM 4352</td>
<td>Project Management for Healthcare</td>
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</table>

Total Credit Hours 120
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 39 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</th>
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<td>Composition I</td>
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<tr>
<td>Component Area Option - Core Curriculum</td>
<td>(p. 91)</td>
<td>3</td>
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<td>HIST 1301 or HIST 2327</td>
<td>United States History I or Mexican-American History I</td>
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<td>Language, Philosophy &amp; Culture Elective - Core Curriculum</td>
<td>(p. 90)</td>
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<td>HITT 1255</td>
<td>Health Care Statistics</td>
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<td>ENGL 1302</td>
<td>Composition II - Rhetoric</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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<tr>
<td>MATH 1414</td>
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<td>Creative Arts Elective - Core Curriculum</td>
<td>(p. 96)</td>
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<tr>
<td>Life and Physical Sciences Elective - Core Curriculum</td>
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<td>4</td>
</tr>
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<td>Principles of Financial Accounting</td>
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<tr>
<td>Technical Specialty Course</td>
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<td>MHSM 3302</td>
<td>U.S. Health Care Delivery</td>
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<td>MHSM 3303</td>
<td>Statistics for Health Care Managers</td>
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<td>Principles of Health Care Management</td>
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<td><strong>Spring</strong></td>
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<td>MHSM 3335</td>
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<td>MHSM 4304</td>
<td>Risk Management for Health Professionals</td>
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<td>MHSM 4352</td>
<td>Project Management for Healthcare</td>
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<td>MHSM 4351</td>
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<tr>
<td><strong>Total Credit Hours</strong></td>
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</table>
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.

The program offers competency-based courses for core curriculum and lower-division elective courses. 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 competency in a subject.

**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, grade of “B” or better in all competency-based courses, and a minimum 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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<tbody>
<tr>
<td>Foundational Courses</td>
<td>10</td>
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<tr>
<td>Elective Support Courses</td>
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<td>Technology Management Required Courses</td>
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**Lower Division-Requirements**

All lower-division core curriculum courses, Foundational Curriculum courses, and lower-division electives courses are offered in traditional and competency-based delivery format.

**STC Core Curriculum (42 Credit Hours)**

The student is required to take 42 credit hours from the STC Core Curriculum (p. 89). 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 would have fulfilled the Core Curriculum requirement for bachelor degree graduates.

Students that declare the Bachelor of Applied Technology in Technology Management degree have access to the competency-based format of the core curriculum.

**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)**

| HRPO 2301 Human Resources Management | 3 |
ACCT 2401 Principles of Financial Accounting 4
ECON 2302 Principles of Economics II - Micro 3

Total Credit Hours 10

Technology Management Elective Courses
TMGT 3303 Managerial Rapport and Documentation 3
TMGT 3311 Technology in Enterprise Management 3
TMGT 3321 Supply Chain Management 3
TMGT 3337 Decision Making Economics 3
TMGT 3340 Quality Assurance, Management and Improvement 3
TMGT 4341 Purchasing and Supply Management 3
TMGT 4342 Supply Chain Security 3

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
TMGT 3321 Supply Chain Management 3
TMGT 4341 Purchasing and Supply Management 3
TMGT 4342 Supply Chain Security 3
TMGT 4353 International Business Seminar 3

Purchasing Management
TMGT 3321 Supply Chain Management (Change by TMGT 3338 Accounting for Managers) 3
TMGT 4341 Purchasing and Supply Management 3
TMGT 4342 Supply Chain Security 3
TMGT 4353 International Business Seminar 3

Operations Management
TMGT 3311 Technology in Enterprise Management 3
TMGT 3340 Quality Assurance, Management and Improvement 3
TMGT 4312 Resource Management 3
TMGT 4320 Organizational Design and Management Seminar 3

Organization Management
TMGT 3305 Organizational Theory and Practice 3
TMGT 4312 Resource Management 3
TMGT 4320 Organizational Design and Management Seminar 3
TMGT 4353 International Business Seminar 3

Project Management
TMGT 3311 Technology in Enterprise Management 3
TMGT 3337 Decision Making Economics 3
TMGT 4312 Resource Management 3
TMGT 4320 Organizational Design and Management Seminar (Change by TMGT 4321 Project Management Seminar) 3

Bachelor of Applied Technology in Technology Management
Program Learning Outcomes
Through the Bachelor of Applied Technology in Technology Management Program Learning Outcomes, the student should demonstrate the ability to:

1. Create, organize, lead a teamwork group in charge of an organizational case study. (Assessment in TMGT 4320)
2. Search, analyze, compile data and information to report the status of an organization. (Assessment in TMGT 4347)
3. Design a business model with explicit rationale for the decisions implied in the model. (Assessment in TMGT 4320)
4. Elaboration of a business plan incorporating specific documentation concerning legal and ethical boundaries. (Assessment in TMGT 4342)
5. Execution of specific project using Project Management techniques. (Assessment in TMGT 4347)

Four Year Recommended Course Sequence

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td><strong>First Year</strong></td>
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- Division of Liberal Arts & Social Sciences (p. 147)
- Division of Math, Science and Bachelor Programs (p. 189)
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Division of Business, Public Safety, and Technology

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Advanced Manufacturing Technology

The Advanced Manufacturing Technology program is first in the State of Texas to gain accreditation through the National Institute for Metalworking Skills (NIMS).

The National Institute for Metalworking Skills (NIMS) is the nation’s only ANSI accredited developer of precision manufacturing skill standards and competency assessments. NIMS certifies an individual’s skills against standards and accredits programs that meet their quality requirements. NIMS stakeholders represent over 6,000 American companies.

The Precision Manufacturing Certificate program, provides an environment to develop technical skills that are highly marketable to the area’s industries. Most of the courses are set up to simulate actual working environments.

Technical coursework begins in the first semester in order to develop a common skill base for the program. During their first semester a student will gain the knowledge necessary to interpret industrial prints, operate machine tools, and utilize software to program Computer Numerical Controlled (CNC) machines.

Precision Manufacturing Technology

Certificate

This curriculum offers training on a variety machine tools commonly used in machine shops and focuses on developing practical machining skills. Classroom analysis of various jobs and machine operations increases the student’s capabilities as a machinist. General mathematics and communications skills are included to prepare students to work with technical advances in the machining industry.

Students are eligible to take the National Institute of Metalworking Skills (NIMS) certification exams, which are administered at South Texas College by certified faculty. Upon completion, this specialty will allow the student to continue in the Advanced Manufacturing Technology’s two-year Associate of Applied Science Degree program or permit the student to work in a highly rewarding career field.

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 degree is designed to provide students with the opportunity for hands-on experience necessary for employment as a machine operator; with a focus on computer enhanced manufacturing processes. Through the integration of mathematics, metallurgy, programmable machinery, shop skills, and computer-assisted machining techniques, students can acquire the necessary skills for employment in an industrial environment. Graduates are eligible to take the National Institute of Metalworking Skills (NIMS) certification exams, which are administered at South Texas College by certified faculty.

Technical coursework includes: machine tool operation, Computer Numerical Control (CNC) programming and operation, parametric solid modeling, and material testing. Specialty coursework includes: Computer Aided Drafting (CAD), Computer Aided Manufacturing (CAM), tool and fixture design, and multi-axis machine programming.

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.

Advisory Committee Members

Advanced Precision Manufacturing Technology

Advisory Committee Chair – Timothy Andre Jones, Mfg. Engineering Manager, Cinch Connectivity
Trung Nguyen, Royal Technologies
Jesus De Lira, Quality Engineer, Regal Beloit America, Inc.
Cliff Mahathay, Director of Operations – EMU Plastics
Cesario Pina, Plant Manager – Universal Metal Products
Lutz Blume, Priority Tooling Solutions, US Inc.
Mike Willis, Workforce Solutions
Samuel and Norma Torres, Owners, Amaida Machine Shop

Mechatronics Technology

Advisory Committee Chair - Mike Willis, Workforce Solutions
Alberto Alcantar, Humanetics
Dan Robinson, Grand Rapids Foam Technology
Timothy Andre Jones, Cinch Connectivity
David Martinez, Royal Technologies
Juan Luna, General Electric Aviation
Paul Harris, Rexnord
Robert Ontiveros, South Texas Canteen
Tracy Rogers, Worldwide

Certificates

• Precision Manufacturing Technology Certificate (p. 112)
• Fast Start Precision Manufacturing Certificate (p. 112)
• Mechatronics Technology Specialist Certificate (p. 112)

Associates Degree

• Precision Manufacturing Technology Associate of Applied Science (p. 112)
Precision Manufacturing Technology Certificate

Gainful Employment (https://www.southtexascollege.edu/ge/Advanced-Manufacturing-Technology/index.html)

**TSI EXEMPT**

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<td>DFTG 1325</td>
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<td>MCHN 1338</td>
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First Semester Credit Hours 12

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<td>MCHN 1343</td>
<td>Machine Shop Mathematics</td>
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<td>MCHN 1326</td>
<td>Introduction to Computer-Aided Manufacturing (CAM)</td>
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Second Semester Credit Hours 12

Total Credit Hours 24

Fast Start Precision Manufacturing Certificate

Gainful Employment (https://www.southtexascollege.edu/ge/Advanced-Manufacturing-Technology/index.html)

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Second Semester Credit Hours 12

Total Credit Hours 24

Precision Manufacturing Technology Associate of Applied Science

**TSI LIABLE**

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First Semester Credit Hours 12

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<td>MCHN 1326</td>
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Second Semester Credit Hours 12

Summer Session I

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Credit Hours 9

Third Semester

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<td>MCHN 2435</td>
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Credit Hours 14

Fourth Semester

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Credit Hours 13-14

Total Credit Hours 60-61

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement

Mechatronics Technology Certificate

Gainful Employment (https://www.southtexascollege.edu/ge/Mechatronics-Technology-Specialist/index.html)

**TSI EXEMPT**

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<td>DC/AC Circuits</td>
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<td>CETT 1425</td>
<td>Digital Fundamentals</td>
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<tr>
<td>CPMT 1443</td>
<td>Microcomputer Architecture</td>
<td>4</td>
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</table>

First Semester Credit Hours 16
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 several academic courses 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 several academic courses 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 several academic courses and provided an opportunity to transfer credit to a four-year institution.

Advisory Committee Members

Hugo Avila, Engineer, Halff Associates
Alejandro Folchi, Project Manager, Amtech Building Services
Sergio Castillo, Revit Specialist, ERO Architects
Yvette Barrera, City Engineer, City of McAllen
Katrin Leonard, Associate, Raba-Kistner Consultants, Inc.
Carolina Civarolo, Principal Architect, Orange Made LLC
John Gates, Principal Architect, Boultinghouse Simpson Gates Architects
Alfonso Soto, Principal, Terracon

Certificates

• Architectural & Civil Engineering Technology Certificate (p. 113)

Architectural & Civil Engineering Technology Certificate

Gainful Employment (https://www.southtexascollege.edu/ge/Civil-Drafting/index.html)

TSI EXEMPT

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 2428 Capstone: Architectural Drafting-Commercial 4
Credit Hours 12
Total Credit Hours 26

Architectural and Engineering Design Technology Certificate

Gainful Employment (https://www.southtexascollege.edu/ge/Architectural-Drafting/index.html)

TSI EXEMPT

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

Architectural and Visual Technology Certificate


TSI EXEMPT
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<th>Credit Hours</th>
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<tr>
<td><em>DFTG 1409</em></td>
<td>Basic Computer-Aided Drafting</td>
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<td><em>DFTG 1315</em></td>
<td>Architectural Blueprint Reading and Sketching</td>
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<tr>
<td><em>ARCH 1311</em></td>
<td>Introduction to Architecture</td>
<td>3</td>
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<tr>
<td><em>ARCE 1421</em></td>
<td>Architectural Illustration</td>
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<td><strong>Second Semester</strong></td>
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<td><em>DFTG 2419</em></td>
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<td><em>DFTG 1417</em></td>
<td>Architectural Drafting-Residential</td>
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<td>CAPSTONE: Commercial Design I</td>
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**Architectural & Engineering Design Technology**

**Specialization: Architectural and Civil Engineering Technology Associate of Applied Science**

**TSI LIABLE**

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<td>Introduction to Architecture</td>
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<td><em>PHTC 2431</em></td>
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<td><em>ARCH 1301</em></td>
<td>Architectural History I¹</td>
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¹ Identifies courses to fulfill minimum 15 credit hour General Education requirement
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.

What is GM-ASEP? ASEP is an educational partnership between South Texas College and General Motors Corporation. GM ASEP streamlines the path to becoming a highly trained automotive technician to less than two years. In GM ASEP you will alternate between your local GM ASEP College and hands-on work experience at your sponsoring worksite. GM ASEP instructors are GM trained and in touch with the latest automotive trends. You will be learning from the best. Learn how to identify, analyze and solve complex automotive problems. Theory and practical application will come together as you spend time working on actual customer vehicles.

The curriculum reflects current GM technology. ASEP provides classroom and laboratory training that is reinforced by on-the-job experience in a GM dealership. It is a comprehensive, two-year program.

Advisory Committee Members

Automotive Technology

Bill Seawell, Automotive Sales, PSI
Chet Hatzold, Service Specialist, Hunter Equipment
Eduardo De Leon, Salesman, Napa Auto Parts
Fernando Alanis, Regional Mgr., O'Reilly Auto Parts
Eduardo De Leon, Salesman, Napa Auto Parts
Joe Campos, Owner, Midway Auto & Truck Services
Joe Gonzalez, Salesman, Burton Companies
Chris Hatzold, Shop Foreman, Bert Ogden Edinburg
Hiram Alaniz, Instructor, La Joya High School
Scott Vaughn, Owner, Burton Companies
Silvestre Vargas, Owner, Silvestre's Truck and Auto

GM-ASEP Technology

Adalberto Barron, Auto Technician, Bert Ogden
Baylor Vaughn, Automotive Sales, PSI
Bill Seawell, Automotive Sales Rep., PSI.
Chris Hatzold, Service Manager, Bert Ogden
Rose Crookston, General Motors
Joe Ochoa, Service Manager, Rio Motors
Joko Winarto, Service and Parts Rep., GM
Lupe Salazar, Service Manager, Clark Chevrolet

Certificates

- Automotive Technology Certificate (p. 115)
- Automotive Maintenance and Light Repair Certificate (p. 115)

Associates Degrees

- Automotive Technology Associate of Applied Science (p. 116)
- Automotive Technology Specialization: GM-ASEP (Automotive Service Educational Program) Associate of Applied Science (p. 116)

Automotive Technology Certificate

Gainful Employment (https://www.southtexascollege.edu/ge/Automotive-Technology/index.html)

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<td>Automotive Brake Systems</td>
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<td>Automotive Suspension and Steering Systems</td>
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<td>Automotive Engine Repair</td>
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<tr>
<td>Automotive Engine Performance Analysis I</td>
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<tr>
<td>Automotive Automatic Transmission and Transaxle</td>
<td>4</td>
</tr>
<tr>
<td>Automotive Drive Train and Axles</td>
<td>3</td>
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<td>Automotive Climate Control Systems</td>
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<td>Automotive Engine Performance Analysis II</td>
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*Automotive Maintenance and Light Repair Certificate

Gainful Employment (https://www.southtexascollege.edu/ge/Automotive-Technology/index.html)

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*Revised award title pending approval from THECB, SACSCOC and Department of Education.
## Automotive Technology Associate of Applied Science

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<td>CSIR 1355</td>
<td>Industry Certifications</td>
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<tr>
<td>AUMT 2421</td>
<td>Automotive Electrical Diagnosis and Repair</td>
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<td>Math and Natural Sciences Elective (p. 92)</td>
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Identifies courses to fulfill minimum 15 credit hour General Education requirement.

## Automotive Technology Specialization: GM-ASEP (Automotive Service Educational Program) Associate of Applied Science

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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.

Advisory Committee Members

Accounting

Susana Garza, Magic Valley Electric
Susana Munoz, Susana Munoz, CPA The Number Co.
Melinda Bosquez, Burton McCumber
Angie Vela, City of Mission
Eslibeth Perez, United Way
Marlen Ramirez, United Way

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, RGCRX Rio Grande Chemical, Ltd.

Management

Victor Huerta, UTRGV
Mike Willis, Office of Business Partnerships
Workforce Solutions
Noe Estrada, Child Fund International
Benita Valadez, RAM/VAL Inc.
Salvador Dominguez, Emerson

Marketing

Craig Lewis, Rio Bank
Stephanie Hawk, Cobalt Digital Marketing
Jose Eloy Garza, PSJA/STC
Eric Valdez, Pueblo Tires
Jennifer Nava, The Greater Mission Chamber of Commerce

Certificates

- Accounting Clerk Certificate (p. 118)
- Import/Export Certificate (p. 118)
- Logistics Certificate (p. 118)
- Management Certificate (p. 118)
- Marketing Certificate (p. 118)

Associates Degrees

- Business Administration
  - Specialization: Accounting Associate of Applied Science (p. 119)
  - Specialization: Import/Export/Logistics Associate of Applied Science
  - Specialization: Management Associate of Applied Science
### Accounting Clerk Certificate

Gainful Employment [https://www.southtexascollege.edu/ge/Accounting-Clerk/index.html](https://www.southtexascollege.edu/ge/Accounting-Clerk/index.html)

#### TSI EXEMPT

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<td>Introduction to Accounting I</td>
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<td>Payroll and Business Tax Accounting</td>
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### Import/Export Certificate

Gainful Employment [https://www.southtexascollege.edu/ge/Import-Export/index.html](https://www.southtexascollege.edu/ge/Import-Export/index.html)

#### TSI EXEMPT

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<td>Principles of Exports</td>
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<td>Introduction to International Business / Trade</td>
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### Logistics Certificate

Gainful Employment [https://www.southtexascollege.edu/ge/Logistics/index.html](https://www.southtexascollege.edu/ge/Logistics/index.html)

#### TSI EXEMPT

<table>
<thead>
<tr>
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<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
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</tr>
<tr>
<td>ACNT 1303</td>
<td>Introduction to Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>COSC 1301 or ITSC 1409</td>
<td>Introduction to Computing or Integrated Software Applications I</td>
<td>3-4</td>
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<tr>
<td>BMGT 1391</td>
<td>Business Conduct</td>
<td>3</td>
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<td>LMGT 1319</td>
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<td>Money and Financial Markets</td>
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<tr>
<td>LMGT 1321</td>
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<td>LMGT 1325</td>
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### Management Certificate

Gainful Employment [https://www.southtexascollege.edu/ge/Management/index.html](https://www.southtexascollege.edu/ge/Management/index.html)

#### TSI EXEMPT

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<td>Introduction to Computing or Integrated Software Applications I</td>
<td>3-4</td>
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<td>BUSI 1301</td>
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<td>BMGT 1301</td>
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<tr>
<td>POFI 2301</td>
<td>Word Processing</td>
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<tr>
<td>BMGT 1305</td>
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<tr>
<td>ACNT 1329</td>
<td>Payroll and Business Tax Accounting</td>
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<tr>
<td>HRPO 2301</td>
<td>Human Resources Management</td>
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<td>BUSG 2309</td>
<td>Small Business Management / Entrepreneurship</td>
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### Marketing Certificate

Gainful Employment [https://www.southtexascollege.edu/ge/Marketing/index.html](https://www.southtexascollege.edu/ge/Marketing/index.html)

#### TSI EXEMPT

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Business Administration
Business Administration
Specialization: Accounting
Associate of Applied Science

TSI LIABLE

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<td>COSC 1301 or ITSC 1409</td>
<td>Introduction to Computing or Integrated Software Applications I</td>
<td>3-4</td>
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<tr>
<td>BMGT 1301</td>
<td>Supervision</td>
<td>3</td>
</tr>
<tr>
<td>BMGT 1391</td>
<td>Business Conduct</td>
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<tr>
<td>MRKG 1311</td>
<td>Principles of Marketing</td>
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Credit Hours: 15-16

Second Semester

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<tr>
<td>BUSI 1301</td>
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<tr>
<td>BMGT 1305</td>
<td>Communications in Management</td>
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<tr>
<td>MRKG 1301</td>
<td>Customer Relationship Management</td>
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<tr>
<td>POFI 2431</td>
<td>Desktop Publishing</td>
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<tr>
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Credit Hours: 15

Total Credit Hours: 30-31
| Course Title Credit Hours |
|--------------------------|------------------|
| **First Semester**       |                  |
| ENGL 1301 Composition I 3 |                  |
| COSC 1301 Introduction to Computing or Integrated Software Applications 3 |                  |
| BUSI 1301 Business Principles 3 |                  |
| BMGT 1301 Supervision 3 |                  |
| **Credit Hours**          | 12               |
| **Second Semester**       |                  |
| SPCH 1321 Business and Professional Communication 3 |                  |
| POFI 2201 Word Processing 3 |                  |
| ACNT 1303 Introduction to Accounting I 3 |                  |
| BMGT 1305 Communications in Management 3 |                  |
| HRPO 2301 Human Resources Management 3 |                  |
| BNKG 1340 Money and Financial Markets 3 |                  |
| **Credit Hours**          | 18               |
| **Third Semester**        |                  |
| BUSI 2301 Business Law 3 |                  |
| ACNT 1229 Payroll and Business Tax Accounting 3 |                  |
| BUSG 2309 Small Business Management/Entrepreneurship 3 |                  |
| **Credit Hours**          | 13               |
| **Fourth Semester**       |                  |
| Humanities Elective (p. 91) 3 |                  |
| Social and Behavioral Sciences Elective (p. 92) 3 |                  |
| BMGT 2303 Problem Solving and Decision Making 3 |                  |
| ECON 2301 Principles of Economics I - Macro 3 |                  |
| MRKG 1311 Principles of Marketing 3 |                  |
| BMGT 2268 CAPSTONE: Business Administration Practicum 2 |                  |
| **Credit Hours**          | 17               |
| **Total Credit Hours**    | 60               |

1. Identifies courses to fulfill minimum 15 credit hour General Education requirement
2. Students must take a 4 credit hour course in order to fulfill the Math Elective.
Business Administration (Transfer Plan)

Associate of Arts

This degree is designed for those students who plan to transfer to a four-year college or university to earn a Bachelor of Business Administration, a Bachelor of Arts, or a Bachelor of Science Degree. Students take classes to complete state general education requirements and a combination of business classes in accounting, computers, and economics which fulfill the Associate of Arts Degree in Business Administration. Upon transferring to a four-year college or university, students may choose a concentration in Accounting, Economics, General Business, Finance, International Business, Information Systems, Management, or Marketing.

Note: All of the above Business Administration programs are ACBSP Accredited.

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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<tbody>
<tr>
<td>ACCT 2401</td>
<td>Principles of Financial Accounting</td>
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<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>
<td>3</td>
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<tr>
<td>BCIS 1305</td>
<td>Business Computer Applications</td>
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<tr>
<td>BUSI 2305</td>
<td>Business Statistics</td>
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STC Core Curriculum - 42 Credit Hours

<table>
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<td>Principles of Economics I - Macro</td>
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</tr>
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<td>ACCT 2402</td>
<td>Principles of Managerial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>GOVT 2305</td>
<td>Federal Government</td>
<td>3</td>
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<tr>
<td>ECON 2302</td>
<td>Principles of Economics II - Micro</td>
<td>3</td>
</tr>
<tr>
<td>BUSI 2305</td>
<td>Business Statistics</td>
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<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 90)</td>
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</table>

Component Area Option - Core Curriculum (p. 91) | 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.

3 For BCIS 1305 Business Computer Applications, 1 credit hour is scheduled for the Field of Study and 2 credit hours are scheduled to meet the Core Component Area Option.

Recommended Course Sequence

TSI LIABLE

<table>
<thead>
<tr>
<th>Course</th>
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<th>Credit Hours</th>
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<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>BCIS 1305</td>
<td>Business Computer Applications</td>
<td>3</td>
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<tr>
<td>BUSI 1301</td>
<td>Business Principles</td>
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<tr>
<td>HIST 1302</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>Creative Arts Elective - Core Curriculum (p. 90)</td>
<td>3</td>
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</table>

South Texas College 121
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 and secure computer systems, provision software, deploy wired networks, wireless networks and install cloud-based systems. Cloud computing focuses on Infrastructure as a Service (IaaS), Platform as a Service (PaaS) and Software as a Service (SaaS) implemented on hardware and virtualized 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. Students 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 using computer hardware, using and installing computer software, fundamentals of operating systems, computer networking, Internet and electronic mail concepts, as well as using word processing applications, and presentation media software.

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 programming on computing architecture, computer hardware and software installation, computer and mobile device maintenance, computer and mobile device security, peripheral installation and troubleshooting, as well as provide hardware, software and computer security 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, computer security and cabling infrastructure. Students will take courses to learn how to properly install, maintain and troubleshoot computer and mobile device systems, software, peripherals, as well as implementing sound security practices for networks and networking devices in a business. Graduates will also provide technical support for users within their organization.

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 and broadband. Students will learn industry best practices in a hand-on environment to deploy copper and fiber optic structured cabling systems to deliver voice, data, Internet and video/web services to end users.

Advisory Committee Members

Michael Murphy, Senior Cloud Solution Architect, Hewlett Packard
William B. Roper, Principal Product Manager, Oracle Cloud Infrastructure
Michael Saezeda, IT Support Specialist, Doctors Hospital at Renaissance
David Esquivel, Camera Surveillance Operator, Sharyland ISD
Marciano Garza, IT Coordinator, Safeguard Insurance
Leo Mariscal, Field Service Technician, Energy Recovery, Inc.
Jaime Hinojosa, Information Technology Officer, Elsa State Bank

Ex-Officio Members

Jose Lucio Gonzalez, Computer Services Engineer, South Texas College

Certificates

- Cloud Computing and Virtualization Specialist Certificate (p. 122)
- Computer and Internet Specialist Certificate (p. 123)
- Computer Maintenance Specialist Certificate (p. 123)
- Telecommunication Support Specialist Certificate (p. 123)
- Voice and Data Technician Certificate (p. 123)

Associates Degrees

- Computer and Advanced Technologies
  - Specialization: Computer Maintenance Technology Associate of Applied Science (p. 123)
  - Specialization: Computer Support and Telecommunication Specialist Associate of Applied Science (p. 124)

Cloud Computing and Virtualization Specialist Certificate


TSI EXEMPT
### Computer and Internet Specialist Certificate

**TSI EXEMPT**

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<td>CPMT 1449</td>
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<td>ITNW 1413</td>
<td>Computer Virtualization</td>
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<td>Fundamentals of Wireless LANs</td>
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### Computer Maintenance Specialist Certificate

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<td>CPMT 1404</td>
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<td>Microcomputer Architecture</td>
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### Telecommunication Support Specialist Certificate
Gainful Employment (https://www.southtexascollege.edu/ge/Telecommunication-Technology-Specialist/index.html)

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<tr>
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<td>EECT 1403</td>
<td>Introduction to Telecommunications</td>
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<td>CPMT 1443</td>
<td>Microcomputer Architecture</td>
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<td>EECT 1440</td>
<td>Telecommunications Transmission Media</td>
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</tr>
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### Voice and Data Technician Certificate
Gainful Employment (https://www.southtexascollege.edu/ge/Voice-and-Data-Technician/index.html)

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<td>CETT 1409</td>
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### Computer and Advanced Technologies Specialization: Computer Maintenance Technology Associate of Applied Science

**TSI LIABLE**

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<td>CPMT 1404</td>
<td>Microcomputer System Software</td>
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<td>CPMT 1411</td>
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<td>CPMT 1443</td>
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South Texas College 123
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<td>Microcomputer Architecture</td>
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<td>CPMT 1411</td>
<td>Introduction to Computer Maintenance</td>
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<td>COSC 1301</td>
<td>Introduction to Computing</td>
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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 projects related to construction of commercial, industrial, residential buildings, engineering projects like roads, bridges, and utility systems. Construction includes both new construction and remodeling, additions, maintenance and repairs. The student will focus on acquiring the skills necessary to assist in the monitoring of construction processes to include but not limited to, construction 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 construction of commercial, industrial, residential buildings, engineering projects like roads, bridges, and utility systems. Construction includes both new construction and remodeling, additions, maintenance and repairs.

The Construction Supervision student will focus on acquiring the skills necessary to monitor, direct and conduct supervision processes to include but not limited to 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 accessing risk and safety factors on site.

Graduates of the program will be prepared for entry level positions such as assistant construction superintendent, junior estimator, program manager, or general contractor for property owners, developers, or construction management firms.

Advisory Committee Members

Perry Vaughn, Executive Director, RGV-Associated General Contractors of America
Smith, Isaac, Co Owner - Matt’s Building Materials
Peyton Oakley, Construction/Project Manager - 5 Star Construction
Melgoza, Ruby, Manager, RB Doors & Hardware
Eriberto Orta, Construction Manager - RGV-Habitat for Humanity
Maria Coria, Assistant Construction Manager - RGV-Habitat for Humanity
Rodriguez, Lydia, Project Manager - Project Management Services, Inc
Manny Gonzalez, Manager - McCoy’s Lumber Pharr
Rene Capistran - CEO-President - NOBLE Texas Builders

Certificate

- Construction Supervision Assistant (p. 125)

Associates Degree

- Construction Supervision Associate of Applied Science (p. 125)

Construction Supervision Assistant Certificate

Gainful Employment (https://www.southtexascollege.edu/ge/Construction-Supervision-Assistant/index.html)

TSI EXEMPT

Course Title Credit Hours

First Semester
COSC 1301 Introduction to Computing 3
CNBT 1316 Construction Technology I 3
CNBT 1309 Basic Construction Management 3
CNBT 1311 Construction Methods and Materials I 3
CNBT 1300 Residential and Light Blueprint Reading and Sketching 3

Credit Hours 15

Second Semester
CNBT 2342 Construction Management I 3
CNBT 1342 Building Codes and Inspections 3
CNBT 1346 Construction Estimating I 3
CNBT 1302 Mechanical, Plumbing & Electrical Systems in Construction I 3

Credit Hours 12

Third Semester
CNBT 1315 Field Engineering I 3
CNBT 1166 CAPSTONE: Practicum I 1

Credit Hours 4

Total Credit Hours 31

Construction Supervision Associate of Applied Science TSI LIABLE

Course Title Credit Hours

First Semester
Math Elective (p. 92) 1 3
COSC 1301 Introduction to Computing 3
CNBT 1316 Construction Technology I 3
CNBT 1309 Basic Construction Management 3
CNBT 1311 Construction Methods and Materials I 3
CNBT 1300 Residential and Light Blueprint Reading and Sketching 3

Credit Hours 18

Second Semester
ENGL 1301 Composition I 1 3
CNBT 2342 Construction Management I 3
CNBT 1342 Building Codes and Inspections 3
CNBT 1346 Construction Estimating I 3
CNBT 1302 Mechanical, Plumbing & Electrical Systems in Construction I 3

Credit Hours 15

Third Semester
CNBT 1315 Field Engineering I 3
CNBT 2344 Construction Management II 3

Certificate

- Construction Supervision Assistant (p. 125)
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**Fourth Semester**

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<td>CNBT 2337</td>
<td>Construction Estimating II</td>
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<td>CNBT 1350</td>
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<td>CNBT 1359</td>
<td>Project Scheduling</td>
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**Credit Hours**

9

**Fifth Semester**

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<td>CNBT 1380</td>
<td>CAPSTONE: Cooperative Education</td>
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</tbody>
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**Credit Hours**

6

**Total Credit Hours**

60

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.

Advisory Committee Members
Larry Delgado, Executive Chef/Owner, House Wine, Salt New American Table
Marcel Fortuin, Chef/Owner, McAllen Culinary Academy
Cynthia Ebrom, Pastry Chef/Owner, Cynthia’s Cakes
Amy Houston, Pastry Chef/Owner, Happiness Cupcakes
Eugenio Uribe, Executive Chef, El Divino

Certificates
• Commercial Baking Certificate (p. 127)
• Commercial Cooking Certificate (p. 127)

Associates Degree
• Culinary Arts Associate of Applied Science (p. 127)
• Culinary Arts Associate of Applied Science - Specialization: Baking and Pastry Arts (p. 128)

Commercial Baking Certificate
Gainful Employment (https://www.southtexascollege.edu/ge/Commercial-Baking/index.html)

TSI EXEMPT

Course | Title | Credit Hours
--- | --- | ---
First Semester
CHEF 1305 | Sanitation and Safety | 3
PSTR 1301 | Fundamentals of Baking | 3
PSTR 1306 | Cake Decorating I | 3
PSTR 1310 | Pies, Tarts, Teacakes and Cookies | 3
Second Semester
PSTR 1305 | Breads and Rolls | 3
PSTR 2301 | Chocolates and Confections | 3
PSTR 2331 | Advanced Pastry Shop | 3
PSTR 1264 | CAPSTONE: Practicum I | 2
Credit Hours | 12

Total Credit Hours | 23

Commercial Cooking Certificate
Gainful Employment (https://www.southtexascollege.edu/ge/Commercial-Cooking/index.html)

TSI EXEMPT

Course | Title | Credit Hours
--- | --- | ---
First Semester
CHEF 1305 | Sanitation and Safety | 3
CHEF 1301 | Basic Food Preparation | 3
PSTR 1301 | Fundamentals of Baking | 3
BIOL 1322 | Nutrition and Diet Therapy I | 3
Credit Hours | 12
Second Semester
RSTO 2307 | Catering | 3
RSTO 1204 | Dining Room Service | 2
CHEF 2301 | Intermediate Food Preparation | 3
CHEF 1264 | CAPSTONE: Practicum I | 2
Credit Hours | 10
Total Credit Hours | 22

Culinary Arts Associate of Applied Science

TSI LIABLE

Course | Title | Credit Hours
--- | --- | ---
First Semester
CHEF 1301 | Basic Food Preparation | 3
CHEF 1305 | Sanitation and Safety | 3
PSTR 1301 | Fundamentals of Baking | 3
ENGL 1301 | Composition I | 3
CHEF 1391 | Professional Kitchen Essentials | 3
Credit Hours | 15
Second Semester
CHEF 2301 | Intermediate Food Preparation | 3
RSTO 2307 | Catering | 3
RSTO 2301 | Principles of Food and Beverage Controls | 3
RSTO 1204 | Dining Room Service | 2
Speech Elective | 3
Credit Hours | 14
Third Semester
CHEF 1345 | International Cuisine | 3
PSTR 2331 | Advanced Pastry Shop | 3
BIOL 1322 | Nutrition and Diet Therapy I | 3
CHEF 1340 | Meat Preparation and Cooking | 3
BUSI 1301 | Business Principles | 3
Social and Behavioral Sciences Elective (p. 92) | 3
Credit Hours | 18

South Texas College 127
Fourth Semester

<table>
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<td>RSTO 1201</td>
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<td>CHEF 1341</td>
<td>American Regional Cuisine</td>
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<tr>
<td>CHEF 2264</td>
<td>CAPSTONE: Practicum II</td>
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Credit Hours 13

Total Credit Hours 60

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement

**Culinary Arts Associate of Applied Science - Specialization: Baking and Pastry Arts**

**TSI LIABLE**

**Course** | **Title**                      | **Credit Hours** |
------------|--------------------------------|-----------------|
**First Semester**

| CHFI 1301 | Basic Food Preparation         | 3               |
| CHFI 1305 | Sanitation and Safety          | 3               |
| PSTR 1301 | Fundamentals of Baking         | 3               |
| ENGL 1301 | Composition I                  | 3               |
| PSTR 1302 | Cake Baking and Production     | 3               |

Credit Hours 15

**Second Semester**

| PSTR 1310 | Pies, Tarts, Teacakes and Cookies | 3               |
| PSTR 1306 | Cake Decorating I                | 3               |
| RSTO 2301 | Principles of Food and Beverage Controls | 3               |
| PSTR 1305 | Breads and Rolls                 | 3               |
| Speech Elective |                             | 3               |

Credit Hours 15

**Third Semester**

| PSTR 2331 | Advanced Pastry Shop            | 3               |
| PSTR 2301 | Chocolates and Confections      | 3               |
| BIOL 1322 | Nutrition and Diet Therapy      | 3               |
| Social and Behavioral Sciences Elective | (p. 92)  | 3 |
| BUSI 1301 | Business Principles             | 3               |

Credit Hours 15

**Fourth Semester**

| PSTR 2307 | Cake Decorating II              | 3               |
| PSTR 1440 | Plated Desserts                 | 4               |
| PSTR 1342 | Quantity Bakeshop Production    | 3               |
| Humanities Elective (p. 91) |                             | 3               |
| PSTR 2264 | Capstone Practicum              | 2               |

Credit Hours 15

Total Credit Hours 60

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement
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.

Advisory Committee Members
Richard Estevanes, Owner PR/GM, Mid Valley Truck & Trailer, Chair of Advisory Committee
Sigifredo Gandaria, Service Manager, Rush Truck Center
Ted Ackerman, Service Manager, Thermo King
Guadalupe Pena, Service Manager, Holt (Trucks)
Guadalupe Guajardo Jr., Service Manager, Holt Cat
Scott Freeman, Shop Foreman, HEB
Robert Canales, District Manager, Waste Connections
Kathy Stanfill, Service Manager, Shop Advisor, Doggett Freighliner
Omar Rios, Shop Foreman, Briggs Equipment
Rigoberto Martinez, Shop Foreman, Mobile Service
Juan Pena, Service Manager, Doggett Freighliner

Certificate
• Diesel Technology Certificate (p. 129)

Associates Degree
• Diesel Technology Associate of Applied Science (p. 129)

Diesel Technology Certificate
Gainful Employment (https://www.southtexascollege.edu/ge/Diesel-Technology/index.html)

TSI EXEMPT
Course Title Credit Hours
First Semester
DEMR 1401 Diesel Shop Safety and Procedures 4
DEMR 1405 Basic Electrical Systems 4
DEMR 1410 Diesel Engine Testing and Repair I 4
DEMR 1229 Preventative Maintenance 2
Credit Hours 14

Second Semester
DEMR 1442 Power Train Applications I 4
DEMR 2432 Electronic Controls 4
DEMR 1416 Basic Hydraulics 4
DEMR 1323 Heating, Ventilation, and Air Conditioning Troubleshooting and Repair 3
Credit Hours 15

Third Semester
WLDG 1428 Introduction to Shielded Metal Arc Welding (SMAW) 4
DEMR 1417 Basic Brake Systems 4
DEMR 1230 Steering and Suspension I 2
DEMR 1303 Basic Driving Skills 3
DEMR 1266 CAPSTONE: Practicum 2
Credit Hours 15

Total Credit Hours 42

Course Title Credit Hours
First Semester
DEMR 1401 Diesel Shop Safety and Procedures 4
DEMR 1405 Basic Electrical Systems 4
DEMR 1410 Diesel Engine Testing and Repair I 4
DEMR 1229 Preventative Maintenance 2
Credit Hours 14

Second Semester
DEMR 1442 Power Train Applications I 4
DEMR 2432 Electronic Controls 4
DEMR 1416 Basic Hydraulics 4
DEMR 1323 Heating, Ventilation, and Air Conditioning Troubleshooting and Repair 3
Credit Hours 15

Third Semester
WLDG 1428 Introduction to Shielded Metal Arc Welding (SMAW) 4
DEMR 1417 Basic Brake Systems 4
DEMR 1230 Steering and Suspension I 2
DEMR 1303 Basic Driving Skills 3
DEMR 1266 CAPSTONE: Practicum 2
Credit Hours 15

Fourth Semester
Math and Natural Sciences Elective (p. 92) 1 4
Social and Behavioral Sciences Elective (p. 92) 1 3
Humanities Elective (p. 91) 1 3
SPCH 1318 Interpersonal Communications 3
ENGL 1301 Composition I 3
Credit Hours 16

Total Credit Hours 60

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement
Electrician Technology

Electrician Assistant Certificate

The Electrician Assistant program will prepare students to help assemble, install, test, and maintain electrical systems. They will be trained to read blueprints, plan and layout wiring for residential, commercial, and industrial projects to meet job specifications of local and state NEC codes. Additionally, students will diagnose malfunctioning systems, apparatus, and components, using testing devices such as, ohmmeters, and voltmeters.

Graduates of this program will also gain knowledge in the installation of electrical systems in factories, office buildings, homes and other structures. Graduates will be eligible to apply for an apprentice license and work under the direct supervision of a Master Electrician to obtain the Journeyman License, followed by an examination for licensure after completion of 8,000 hours of field experience.

Electrician Technology Associate of Applied Science

The Electrician Technology Associate of Applied Science degree will further the study of the necessary technical, academic, work habit, communication, and interpersonal skills required for employment in the field. The curriculum will include studies in electrical theory that will advance into complex electrical systems, building upon the knowledge and skills acquired throughout the program.

The program will also prepare students to apply technical knowledge and skills to install, operate, maintain, and repair of electric equipment and systems such as residential, commercial, industrial projects, wind and solar technology, electric-power wiring, DC and AC motors, controls and electrical distribution panels. Instruction will also include the study of the principles of electrical systems, wiring, power transmission, safety, industrial, electrical testing/inspection, and applicable codes and standards.

Advisory Committee Members

James Rodriguez, Habitat for Humanity
Gilbert Garza, Garza Electric
Jorge Garcia, TSC
Jesus Alanis, Magic Valley Electric
Alex Resendez, Atlas Electric and AC
Sergio Salinas, IBEW

Certificate

• Electrician Assistant, Certificate (p. 130)

Associates Degree

• Electrician Technology Associate of Applied Science (p. 130)

Electrician Assistant Certificate

Gainful Employment (https://www.southtexascollege.edu/ge/Electrician-Assistant/index.html)

TSI EXEMPT

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<td>Fundamentals of Electricity I</td>
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<td>ELPT 1445</td>
<td>Commercial Wiring</td>
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<td>ELPT 2255</td>
<td>National Electrical Code II</td>
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<td>CAPSTONE: Electrical Testing and Maintenance</td>
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Third Semester

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<td>ELPT 2447</td>
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<td>Industrial Wiring</td>
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<td>Programmable Logic Controllers I</td>
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Fourth Semester

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<td>Solar Fundamentals</td>
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<td>WIND 2359</td>
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Fifth Semester

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Total Credit Hours 60

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement
Fire Science
This program is a Selective Program. Application requirements are included in the description below.

Basic Firefighter Certificate
This program is designed to prepare students for the firefighting occupation. Students of the Basic Structure Fire Training Program, also known as the Fire Academy, will learn the functions of fire equipment, including the fire apparatus, as well as both the theory and practical application of firefighting technology. The program will prepare students for the Texas Basic Structure Fire Suppression certificate in accordance with the standards from the Texas Commission on Fire Protection. After a student has met the state's certification requirements, the student may be hired as a paid firefighter by Texas fire departments; other states may also recognize the certification if the student applies for and meets the qualifications for the optional IFSAC seal.

Application Requirements
In order to be considered for entry into the South Texas College Fire Academy/Firefighter Certificate, all applicants must complete the requirements below which will be evaluated for accuracy, passing scores, and acceptable outcomes:

A. Must be at least 18 years of age.
B. Applicants with military background must have an honorable discharge to apply.
C. Complete Fire Academy application (published on program webpage).
D. Pass Physical Fitness Test administered by Fire Academy. Information about test dates are published on program webpage. (Applicant must have valid identification to participate in test.)
E. Submit fingerprints for criminal history check through a state/national database. Applicants convicted of a Class A Misdemeanor, or above, or convicted of a Class B misdemeanor within the last 10 years will not be considered.
F. Clearance by medical doctor.
G. Must provide the following documents:
   • Certified copy of Court Disposition (for all charges on criminal history)
   • Proof of U.S. Citizenship or Resident Alien
   • Valid Texas Driver's License
   • Official high school transcript (accredited) or proof of GED completion
   • Military Discharge Form (DD 214), if applicable.

Fire Science Technology
Associate of Applied Science
The Fire Science Technology Associate Degree program is designed to build on students’ knowledge of the firefighting occupation. The program will prepare students for firefighter certifications beyond the basic fire suppression certification according to the standards from the Texas Commission on Fire Protection. Students will also be introduced to the organization and management of a fire department and the relationship of government agencies to the fire service. It also provides a sound foundation for continuous higher learning in fire protection, administration, and management.

Advisory Committee Members
Dr. Armando Ocaña, School Safety Director, La Joya ISD
Ricardo Reyes, Fire Chief, Rio Grande City Fire Department
Gilbert Sanchez, Fire Chief, Mission Fire Department
Jim Schultz, Assistant Deputy Chief, McAllen Fire Department
Carlos Ariupe, Deputy Chief, Pharr Fire Department
Rogelio Contreras, Fire Chief, Alamo Fire Department
Shawn Snider, Fire Chief, Edinburg Fire Department

Certificate
• Basic Firefighter Certificate (p. 131)

Associates Degree
• Fire Science Technology, Associate of Applied Science (p. 131)

Basic Firefighter Certificate
Gainful Employment [https://www.southtexascollege.edu/ge/Fire-Science-Basic-Firefighter/index.html]

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<td>FIRS 1313</td>
<td>Firefighter Certification III</td>
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<td>FIRS 1319</td>
<td>Firefighter Certification IV</td>
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<td>FIRS 1423</td>
<td>Firefighter Certification V</td>
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<td>FIRS 1203</td>
<td>Firefighter Agility and Fitness Preparation</td>
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<td>FIRS 1433</td>
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Total Credit Hours 26

Fire Science Technology
Associate of Applied Science

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<td>FIRT 1427</td>
<td>Building Construction in the Fire Service</td>
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<td>Legal Aspects of Fire Protection</td>
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<td>FIRS 1309</td>
<td>Fire Administration I</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
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<tr>
<td>SPCH 1315</td>
<td>Public Speaking</td>
<td>3</td>
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<tr>
<td>FIRT 1333</td>
<td>Fire Chemistry I</td>
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<tr>
<td>FIRT 1338</td>
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Total Credit Hours 14

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<td>FIRT 1427</td>
<td>Building Construction in the Fire Service</td>
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<td>FIRT 1353</td>
<td>Legal Aspects of Fire Protection</td>
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<td>3</td>
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<td>GOVT 2306</td>
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</tr>
<tr>
<td>SPCH 1315</td>
<td>Public Speaking</td>
<td>3</td>
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<tr>
<td>FIRT 1333</td>
<td>Fire Chemistry I</td>
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<td>Fire Protection Systems</td>
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Total Credit Hours 14
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<tr>
<td>Humanities Elective (p. 91)</td>
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<tr>
<td><strong>Total Credit Hours</strong></td>
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</table>

Identifies courses to fulfill minimum 15 credit hour General Education requirement.

**Escrowed Credit**

Upon successful completion of FIRT 1427 Building Construction in the Fire Service and FIRT 1533 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:

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<th>Course Title</th>
<th>Credit Hours</th>
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<tr>
<td>FIRS 1301</td>
<td>Firefighter Certification I</td>
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<tr>
<td>FIRS 1407</td>
<td>Firefighter Certification II</td>
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<td>FIRS 1313</td>
<td>Firefighter Certification III</td>
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<td>FIRS 1319</td>
<td>Firefighter Certification IV</td>
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<td>FIRS 1203</td>
<td>Firefighter Agility and Fitness Preparation</td>
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<td>FIRS 1423</td>
<td>Firefighter Certification V</td>
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</tr>
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<td>FIRS 1329</td>
<td>Firefighter Certification VI</td>
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</tr>
<tr>
<td>FIRS 1433</td>
<td>Firefighter Certification VII</td>
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<tr>
<td><strong>Total Credit Hours</strong></td>
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Heating, Ventilation, Air Conditioning and Refrigeration Technology

Certificate and Associate of Applied Science

The Heating, Ventilation, Air Conditioning and Refrigeration (HVACR) field will prepare students to install, maintain, and troubleshoot mechanical systems in commercial, residential, and industrial environments. These mechanical systems include; heating, cooling, ventilation of indoor environments and refrigeration.

Heating, Ventilation, Air Conditioning and Refrigeration (HVACR) technicians are primarily trained in the service, repair, maintenance and installation of equipment including residential, commercial and industrial systems. Technicians are also trained in maintaining cooling/heating systems in order to save energy consumption by implementing advance technology controls.

Career preparation requires extensive educational training in refrigeration systems, electrical controls, pneumatic controls, cooling/heating systems, duct design, duct fabrication, and residential/commercial heat gain and loss calculations. Additional key skills implemented in the program include; customer service, attention to detail, troubleshooting and diagnosing problems, time management, dismantling and reassembling of mechanical systems.

Some of the opportunities for employment in Heating, Ventilation, Air Conditioning and Refrigeration include: Engineers in sales, application and operating, equipment installers, preventive maintenance, service and repair, wholesale, and sheet metal specialist.

Advisory Committee Members
JJ Villegas Sr., Frontier Air, Mission
JJ Villegas Jr., Frontier Air, Mission
Mark Hernandez, Checkmark Refrigeration LLC, Weslaco
Luis Hess, Hess Air, Alamo
Tony Lerma, Rio Air, Pharr
Steven Mojica, Service Refrigeration, Edinburg
Sandra Yarrison, Joe's Comfort Air, Weslaco

Certificate
• Heating, Ventilation, Air Conditioning and Refrigeration Technology Certificate (p. 133)

Associates Degree
• Heating, Ventilation, Air Conditioning and Refrigeration Technology Associate of Applied Science (p. 133)

Heating, Ventilation, Air Conditioning and Refrigeration Technology Certificate
Gainful Employment (https://www.southtexascollege.edu/ge/HVAC/index.html)

TSI EXEMPT

<table>
<thead>
<tr>
<th>Course</th>
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<tr>
<td>HART 1410</td>
<td>HVAC Shop Practices and Tools</td>
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<td>Gas and Electrical Heating</td>
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<tr>
<td>HART 2431</td>
<td>Advanced Electricity for HVAC</td>
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<td>HART 2445</td>
<td>Air Conditioning Systems Design</td>
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<td>HART 2434</td>
<td>Advanced Air Conditioning Controls</td>
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<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>ENGL 1301</td>
<td>Composition I</td>
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<td>MATH 1414</td>
<td>College Algebra</td>
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<td>HART 1407</td>
<td>Refrigeration Principles</td>
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<td>HART 1410</td>
<td>HVAC Shop Practices and Tools</td>
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<td>HART 1445</td>
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<td>HART 2431</td>
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<td>HART 2443</td>
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<td>HART 2438</td>
<td>Capstone: Air Conditioning Installation and Startup</td>
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<td>Commercial Air Conditioning</td>
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<td>Commercial Refrigeration</td>
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<tr>
<td>HART 1401</td>
<td>Basic Electricity for HVAC</td>
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<td>HART 1407</td>
<td>Refrigeration Principles</td>
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<td>HART 1410</td>
<td>HVAC Shop Practices and Tools</td>
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<td>HART 1445</td>
<td>Gas and Electrical Heating</td>
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<td>HART 2431</td>
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<td>Air Conditioning Systems Design</td>
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<td>HART 2443</td>
<td>Industrial Air Conditioning</td>
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<td>Humanities Elective (p. 91)</td>
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<td>Social and Behavioral Sciences Elective (p. 92)</td>
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<td>SPCH 1318</td>
<td>Interpersonal Communications</td>
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<td>Interpersonal Communications</td>
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<tr>
<td>Total Credit Hours</td>
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</table>

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement

South Texas College 133
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.

Advisory Committee Members

Adrian Aguilar, Workforce Solutions
Daisy Alviso, Wonderful Citrus Inc.
Debbie Bocanegra, Magic Valley Electric CO-OP
Claudia Olivares, United Blood Services
Isabel Torres, T-Mobile
Ricardo Guerra, Lone Star National Bank
Illiana Avila, Lone Star National Bank
Melissa Morales, Vanguard Academy Public Charter School
Todd Miller, McAllen ISD

Certificates

- Employee and Labor Relations Assistant Certificate (p. 134)
- Human Resources Certificate (p. 134)
- Payroll Assistant Certificate (p. 134)
- Recruiting Assistant Certificate (p. 135)

 Associates Degree

- Human Resources Associate of Applied Science (p. 135)

Employee and Labor Relations Assistant Certificate


Payroll Assistant Certificate

Gainful Employment (https://www.southtexascollege.edu/ge/Payroll-Assistant/index.html)

Human Resources Assistant Certificate

Gainful Employment (https://www.southtexascollege.edu/ge/Human-Resources-Assistant/index.html)

Advisory Committee Members

Leslie Teshawn, PSJA ISD/STC
<table>
<thead>
<tr>
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<th>Credit Hours</th>
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<td>ACNT 1303</td>
<td>Introduction to Accounting I</td>
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<td>ACNT 1329</td>
<td>Payroll and Business Tax Accounting</td>
<td>3</td>
</tr>
<tr>
<td>HRPO 2306</td>
<td>Benefits and Compensation</td>
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<td>ITSC 1409</td>
<td>Integrated Software Applications I</td>
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<td>HRPO 1311</td>
<td>Human Relations</td>
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<td>Recruiter Assistant Certificate</td>
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<td>HRPO 2303</td>
<td>Employment Practices</td>
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<td>Human Relations</td>
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<td>ITSC 1409</td>
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<td>HRPO 2307</td>
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<td>HRPO 2301</td>
<td>Human Resources Management</td>
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**Human Resources Specialist Associate of Applied Science**

**TSI LIABLE**

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<td>ENGL 1301</td>
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<td>HRPO 1302</td>
<td>Human Resources Training and Development</td>
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<td>Business and Professional Communication</td>
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<td>HRPO 1305</td>
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<td>Employee Relations</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.

South Texas College 135
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 developmental 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).

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 to 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).

**Advisory Committee Members**

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. 137)
- Computer and Network Specialist Certificate (p. 137)
- Computer Applications Specialist Certificate (p. 137)
- Cybersecurity Specialist Certificate (p. 138)
- Multimedia Specialist Certificate (p. 138)

**Associates Degrees**

- Information Technology Specialization: Computer Specialist Associate of Applied Science (p. 138)
- Information Technology Specialization: Cybersecurity Specialist Associate of Applied Science (p. 138)
- Information Technology Specialization: Networking Specialist Associate of Applied Science (p. 139)

**Computer and Information Technologies Specialist Certificate**


**Computer and Network Specialist Certificate**


**Computer Applications Specialist Certificate**


**Course Title Credit Hours**

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Title</th>
<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>ITSC 1405</td>
<td>Introduction to PC Operating Systems</td>
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</tr>
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<td>ITSE 1411</td>
<td>Beginning Web Page Programming</td>
<td>4</td>
</tr>
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<td>ITNW 1425</td>
<td>Fundamentals of Networking Technologies</td>
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<th>Title</th>
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<td>ARTC 1413 or IMED 1445</td>
<td>Digital Publishing I or Interactive Digital Media I</td>
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<tr>
<td>ITSC 1402 or ITSE 2409</td>
<td>Computer Programming or Database Programming</td>
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<tr>
<td>ITSW 2434</td>
<td>Advanced Spreadsheets</td>
<td>4</td>
</tr>
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<td>ITNW 2421</td>
<td>Networking with TCP/IP</td>
<td>4</td>
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**Total Credit Hours** 28

**Course Title Credit Hours**

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**Total Credit Hours** 16

**South Texas College**

137
### Cybersecurity Specialist Certificate


**TSI EXEMPT**

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<td>ITSY 1400 Fundamentals of Information Security</td>
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<td>ITNW 2421 Networking with TCP/IP</td>
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<td>ITSY 2442 Incident Response and Handling</td>
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### Multimedia Specialist Certificate

Gainful Employment (https://www.southtexascollege.edu/ge/Multimedia-Specialist/index.html)

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### Information Technology Specialization: Computer Specialist Associate of Applied Science

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<td>ITSY 2442 Incident Response and Handling</td>
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<td>MATH 1332 or MATH 1414 Contemporary Mathematics 1 or College Algebra</td>
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1 Identifies courses to fulfill minimum 15 credit hour General Education requirement

### Information Technology Specialization: Cybersecurity Specialist Associate of Applied Science

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<td>Summer Session</td>
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<td>ITSE 2443 Advanced Spreadsheets</td>
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</table>

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 Associate of Applied Science

The Law Enforcement Associate Degree program offers the educational opportunity for veterans 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.

Advisory Committee Members

Jose Luengo, Chief of Police, Pharr Police Department J.E. “Eddie” Guerra, Hidalgo County Sheriff’s Office Juan Gonzalez, Chief of Police, San Juan Police Department 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 Martín Cantú, Constable, Hidalgo County Constable’s Office Precinct 2 Noe Castillo, Chief of Police, Rio Grande City Police Department

Certificate

- Basic Peace Officer Certificate* (p. 140)

Associates Degree

- Law Enforcement Associate of Applied Science (p. 140)

Gainful Employment (https://www.southtexascollege.edu/ge/Basic-Peace-Officer/index.html)

TSI EXEMPT

Course Title Credit Hours
First Semester
CJLE 1506 Basic Peace Officer I 5
CJLE 1512 Basic Peace Officer II 5
Credit Hours 10
Second Semester
CJLE 1518 Basic Peace Officer III 5
CJLE 1524 Basic Peace Officer IV 5
CJLE 1429 Basic Peace Officer V 4
Credit Hours 14
Total Credit Hours 24

*Capstone: Successful completion of comprehensive exam.

Law Enforcement Associate of Applied Science

TSI LIABLE

Course Title Credit Hours
First Semester
ENGL 1301 Composition I 3
CJSA 1322 or CRIJ 1301 Introduction to Criminal Justice 3
CJSA 1313 or CRIJ 1306 Court Systems and Practices 3
CJSA 1359 or CRIJ 2328 Police System and Practices (or HMSY 1342) 3
CJLE 1327 Interviewing and Report Writing for CJ Professions 3
Credit Hours 17
Second Semester
Social and Behavioral Sciences Elective (p. 92) 3
CJSA 1327 or CRIJ 1310 Fundamentals of Criminal Law or Fundamentals of Criminal Law 3
CJSA 1359 or CRIJ 2328 Police System and Practices (or HMSY 1342) or Police Systems and Practices 3
CJSA 1351 Use of Force 3
Credit Hours 17

140 Law Enforcement
CJLE 1333 or CJSA 2300: Traffic Law and Investigations (or HMSY 1391) or Legal Aspects of Law Enforcement 3

Credit Hours 18

Third Semester
Math Elective (p. 92) 1 3
CJSA 1312: Crime in America 3
CJLE 1259: Intermediate Spanish for Law Enforcement 2
CJLE 1194: Current Events in Law Enforcement 1
CJLE 1345: Intermediate Crime Scene Investigation 3

Credit Hours 12

Fourth Semester
Speech Elective 1 3
Humanities Elective (p. 91) 1 3
Law Enforcement Elective 3

Select One:
CJLE 1325: Criminal Justice Survey 3
HMSY 1337: Introduction to Homeland Security 3
CJLE 1394: Stress Management for Law Enforcement Officers 3
CJLE 2345: Vice and Narcotics Investigation 3
CJLE 2168: Practicum 1

Credit Hours 13

Total Credit Hours 60

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement

Escrowed Credit

Escrowed Credit: Upon successful completion of CJSA 1348 Ethics in Criminal Justice and CJLE 1249 Intermediate Arrest, Search and Seizure, students who have successfully completed the Texas Commission on Law Enforcement Officers and Education 618 hour Basic Peace Officer certification will be awarded 23 credits for the following courses:

CJSA 1313: Court Systems and Practices 3
CJSA 1322: Introduction to Criminal Justice 3
CJSA 1327: Fundamentals of Criminal Law 3
CJSA 1312: Crime in America 3
CJLE 1259: Intermediate Spanish for Law Enforcement 2

Total Credit Hours 23

CJSA 1327: Fundamentals of Criminal Law 3
CJSA 2300: Legal Aspects of Law Enforcement 3
HMSY 1337: Introduction to Homeland Security 3
CJLE 1259: Intermediate Spanish for Law Enforcement 2

Total Credit Hours 17

Escrowed Credit

Upon the successful completion of CJSA 1348 Ethics in Criminal Justice and CJLE 1249 Intermediate Arrest, Search and Seizure, students who have successfully completed the U.S. Customs and Border Protection Field Operations Academy will be awarded 12 hours credit for the following courses:

CJSA 1313: Court Systems and Practices 3
CJSA 1322: Introduction to Criminal Justice 3
CJSA 1327: Fundamentals of Criminal Law 3
HMSY 1342: Understanding and Combating Terrorism 3
HMSY 1337: Introduction to Homeland Security 3
HMSY 1391: Homeland Security Laws 3

Total Credit Hours 12

Escrowed Credit

Upon successful completion of CJSA 1348 Ethics in Criminal Justice and CJLE 1249 Intermediate Arrest, Search and Seizure, students who have successfully completed the U.S. Border Patrol Integrated Basic Training Academy will be awarded 17 hours credit for the following courses:

CJSA 1313: Court Systems and Practices 3
CJSA 1322: Introduction to Criminal Justice 3

Total Credit Hours 23

South Texas College 141
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.

Advisory Committee Members

Maria M. Villarreal, Edinburg Childcare, Inc.
Norma Lopez, Edinburg ISD
Natalie Goza, McAllen ISD
Velma Segura, Law Office of David Cazares

Certificates

- Legal Office Specialist Certificate (p. 142)
- Office Specialist Certificate (p. 142)

Associates Degrees

- Legal Office Assistant Associate of Applied Science (p. 142)
- Administrative Office Assistant Associate of Applied Science (p. 143)

Legal Office Specialist Certificate

Gainful Employment (https://www.southtexascollege.edu/ge/Legal-Office-Specialist/index.html)

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Office Specialist Certificate

Gainful Employment (https://www.southtexascollege.edu/ge/Office-Specialist/index.html)

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Legal Office Assistant Associate of Applied Science

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<td>Math and Natural Sciences Elective (p. 92)</td>
<td>4</td>
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<tr>
<td>POFT 2303</td>
<td>Speed and Accuracy Building</td>
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<tr>
<td>Humanities Elective (p. 91)</td>
<td>3</td>
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<tr>
<td><strong>Summer Session II</strong></td>
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<td>13</td>
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<td>POFL 2264</td>
<td>CAPSTONE: Practicum</td>
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<td>60</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.

### Administrative Office Assistant Associate of Applied Science

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Semester</strong></td>
<td></td>
<td>15</td>
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<tr>
<td>POFI 2301</td>
<td>Word Processing</td>
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<td>POFI 1301</td>
<td>Business English</td>
<td>3</td>
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<td>POFI 1309</td>
<td>Administrative Office Procedures I</td>
<td>3</td>
</tr>
<tr>
<td>POFT 1329</td>
<td>Beginning Keyboarding</td>
<td>3</td>
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<tr>
<td>Social and Behavioral Sciences Elective (p. 92)</td>
<td>3</td>
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<td><strong>Second Semester</strong></td>
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<td>15</td>
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<tr>
<td>POFI 1349</td>
<td>Spreadsheets</td>
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<tr>
<td>POFI 2340</td>
<td>Advanced Word Processing</td>
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<td>POFT 1319</td>
<td>Records and Information Management I</td>
<td>3</td>
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<tr>
<td>POFT 1328</td>
<td>Business Presentations</td>
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<tr>
<td>POFT 2312</td>
<td>Business Correspondence and Communication</td>
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</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.
Paralegal Associate of Applied Science

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.

Advisory Committee Members
Luanna Castellano, Gonzalez Castillo, LLP
Pablo Almaguer, Texas Rio Grande Legal Aid Inc
Florencio Lopez, Law Office of Florencio Lopez
Jennifer Morales, Morales & Associates, PLLC
Abel Hinojosa, Law Office of Abel Hinojosa
Linley Boone-Almaguer, Texas Rio Grande Legal Aid
Daniel Ruel Sorrells, Armando M. Guerra & Associates, PLLC

Paralegal Associate of Applied Science

<table>
<thead>
<tr>
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<td>Word Processing</td>
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<td>LGLA 1307</td>
<td>Introduction to Law and the Legal Professions</td>
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<td>POFI 1301</td>
<td>Business English</td>
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<tr>
<td>LGLA 1303</td>
<td>Legal Research</td>
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<tr>
<td>LGLA 1342</td>
<td>Federal Civil Litigation</td>
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<tr>
<td>LGLA 1305</td>
<td>Legal Writing</td>
<td>3</td>
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<tr>
<td>Math and Natural Sciences Elective (p. 92)</td>
<td>4</td>
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<td><strong>Second Semester Credit Hours</strong></td>
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<tr>
<td>SPCH 1321</td>
<td>Business and Professional Communication 1</td>
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<td>LGLA 1351</td>
<td>Contracts</td>
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<tr>
<td>ENGL 1301</td>
<td>Composition 1</td>
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<tr>
<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>
<td>Texas Civil Litigation</td>
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<td>PSYC 2301</td>
<td>General Psychology</td>
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<td>LGLA 2266</td>
<td>Practicum: Paralegal</td>
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<td><strong>Total Credit Hours</strong></td>
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</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.

Advisory Committee Members
Reynaldo Rivera, Matheson
Jeremy Koester, Airgas
Luis Canchola, Airgas
Rene Hernandez, ESAB
Raul Robles, Robles Consulting, LLC
Efen Lozano, Genco Energy Services, Inc.
Tomas Gutierrez, Palmer Steel Supplies, Inc.
Juan Figueroa, Palmer Steel Supplies, Inc.
Jerry Lefner, Alamo Iron Works
George Baldree, Kyomi Enterprises

Certificates
- Combination Welding Certificate (p. 145)
- Structural Welding Certificate (p. 145)

Associates Degree
- Welding Associate of Applied Science (p. 146)

Combination Welding Certificate
Gainful Employment (https://www.southtexascollege.edu/ge/Combination-Welding/index.html)

TSI EXEMPT

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>MCHN 1343 or TECM 1303</td>
<td>Machine Shop Mathematics or Technical Calculations</td>
<td>3</td>
</tr>
<tr>
<td>WLDG 1313 or DFTG 1325</td>
<td>Introduction to Blueprint Reading for Welders or Blueprint Reading and Sketching</td>
<td>3</td>
</tr>
<tr>
<td>WLDG 1428</td>
<td>Introduction to Shielded Metal Arc Welding (SMAW)</td>
<td>4</td>
</tr>
<tr>
<td>WLDG 1430</td>
<td>Introduction to Gas Metal Arc Welding (GMAW)</td>
<td>4</td>
</tr>
<tr>
<td>WLDG 1457</td>
<td>Intermediate Shielded Metal Arc Welding (SMAW)</td>
<td>4</td>
</tr>
<tr>
<td>WLDG 1312</td>
<td>Introduction to Flux Core Arc Welding (FCAW)</td>
<td>3</td>
</tr>
<tr>
<td>WLDG 1417</td>
<td>Introduction to Layout and Fabrication</td>
<td>4</td>
</tr>
<tr>
<td>WLDG 1434</td>
<td>Introduction to Gas Tungsten Arc Welding (GTAW)</td>
<td>4</td>
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<tr>
<td>WLDG 2451</td>
<td>Advanced Gas Tungsten Arc Welding (GTAW)</td>
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<tr>
<td>WLDG 2406</td>
<td>Intermediate Pipe Welding</td>
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<td>WLDG 2413</td>
<td>Capstone: Intermediate Welding Using Multiple Processes</td>
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Structural Welding Certificate
Gainful Employment (https://www.southtexascollege.edu/ge/Structural-Welding/index.html)

TSI EXEMPT

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<thead>
<tr>
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<th>Title</th>
<th>Credit Hours</th>
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<td>MCHN 1343 or TECM 1303</td>
<td>Machine Shop Mathematics or Technical Calculations</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>WLDG 1428</td>
<td>Introduction to Shielded Metal Arc Welding (SMAW)</td>
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<tr>
<td>WLDG 1430</td>
<td>Introduction to Gas Metal Arc Welding (GMAW)</td>
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Second Semester

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<td>WLDG 1457</td>
<td>Intermediate Shielded Metal Arc Welding (SMAW)</td>
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<tr>
<td>WLDG 1312</td>
<td>Introduction to Flux Cored Arc Welding (FCAW)</td>
<td>3</td>
</tr>
<tr>
<td>WLDG 1417</td>
<td>Introduction to Layout and Fabrication</td>
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<td>WLDG 1434</td>
<td>Introduction to Gas Tungsten Arc Welding (GTAW)</td>
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Credit Hours: 15

Total Credit Hours: 29

Welding Associate of Applied Science

TSI LIAIBLE

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<tbody>
<tr>
<td>ENGL 1301</td>
<td>Composition 1(^1)</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>
</tr>
<tr>
<td>MCHN 1343 or TECM 1303</td>
<td>Machine Shop Mathematics or Technical Calculations</td>
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</tr>
<tr>
<td>Humanities Elective (p. 91)(^1)</td>
<td></td>
<td>3</td>
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<td>WLDG 1428</td>
<td>Introduction to Shielded Metal Arc Welding (SMAW)</td>
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Credit Hours: 16

Second Semester

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<tbody>
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<td>Math Elective (p. 92)(^1)</td>
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<td>WLDG 1430</td>
<td>Introduction to Gas Metal Arc Welding (GMAW)</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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Credit Hours: 15

Third Semester

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<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tr>
<td>WLDG 1417</td>
<td>Introduction to Layout and Fabrication</td>
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</tr>
<tr>
<td>WLDG 1312</td>
<td>Introduction to Flux Cored Arc Welding (FCAW)</td>
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</tr>
<tr>
<td>WLDG 2406</td>
<td>Intermediate Pipe Welding</td>
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<tr>
<td>Social and Behavioral Sciences Elective (p. 92)(^1)</td>
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Credit Hours: 14

Fourth Semester

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<tr>
<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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<tr>
<td>WLDG 2451</td>
<td>Advanced Gas Tungsten Arc Welding (GTAW)</td>
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<tr>
<td>Speech Elective (^1)</td>
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Credit Hours: 15

Total Credit Hours: 60

\(^1\) Identifies courses to fulfill minimum 15 credit hour General Education requirement
Division of Liberal Arts & Social Sciences

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.

Fine & Performing Arts

Drama (p. 148)
- Drama, Field of Study (Associate of Arts) (p. 148)

Graphic Arts (p. 150)
- Graphic Arts, Field of Study (Associate of Arts) (p. 150)

Music (p. 151)
- Music, Field of Study (Associate of Arts) (p. 151)

Visual Arts (p. 153)
- Visual Arts, Field of Study (Associate of Arts) (p. 153)

Humanities

American Sign Language and Interpreting Studies (p. 155)
- Deaf Support Specialist (Certificate) (p. 155)
- Trilingual Interpreter (Certificate) (p. 155)
  - Specialization: Sign Language Interpreter (Associate of Applied Science) (p. 155)

English (p. 157)
- English, Field of Study (Associate of Arts) (p. 157)

History (p. 158)
- History, Field of Study (Associate of Arts) (p. 158)

Interdisciplinary Studies (p. 159)
- Interdisciplinary Studies, Field of Study (Associate of Arts) (p. 159)

Language and Cultural Studies
- Language and Cultural Studies, Field of Study
  - Concentration: American Sign Language (Associate of Arts) (p. 160)
  - Concentration: Spanish (Associate of Arts) (p. 161)

Mexican-American Studies (p. 163)
- Mexican-American Studies, Field of Study (Associate of Arts) (p. 163)

Philosophy (p. 165)
- Philosophy, Field of Study (Associate of Arts) (p. 165)

Social & Behavioral Sciences

Anthropology (p. 167)
- Anthropology, Field of Study (Associate of Arts) (p. 167)

Child Development and Early Childhood (p. 169)
- Child Development and Early Childhood
  - Specialization: Administration of Early Childhood Programs (Certificate) (p. 169)
  - Specialization: Infant and Toddler (Certificate) (p. 169)
  - Specialization: Pre-school (Certificate) (p. 169)
- Child Development/Early Childhood (Associate of Applied Science) (p. 169)

Communication
- Advertising/Public Relations, Field of Study (Associate of Arts) (p. 172)
- Communication Studies, Field of Study (Associate of Arts) (p. 173)

Criminal Justice (p. 174)
- Criminal Justice, Field of Study (Associate of Arts) (p. 174)

Education
- Teaching
  - EC-6 Generalist (Associate of Arts in Teaching) (p. 177)
  - 4-8 Generalist (Associate of Arts in Teaching) (p. 175)
  - Grades 8-12 (Associate of Arts in Teaching) (p. 179)

Kinesiology (p. 180)
- Kinesiology, Field of Study (Associate of Arts) (p. 180)
- Personal Trainer (Certificate) (p. 182)

Political Science (p. 183)
- Political Science, Field of Study (Associate of Arts) (p. 183)

Psychological Science (p. 184)
- Psychology, Field of Study (Associate of Arts) (p. 184)

Social Work (p. 187)
- Social Work, Field of Study (Associate of Arts) (p. 187)

Sociology (p. 188)
- Sociology, Field of Study (Associate of Arts) (p. 188)
### Fine & Performing Arts

#### Drama (p. 148)
- Drama, Field of Study (Associate of Arts)

#### Graphic Arts (p. 150)
- Graphic Arts, Field of Study (Associate of Arts)

#### Music (p. 151)
- Music, Field of Study (Associate of Arts)

#### Visual Arts (p. 153)
- 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 certification. 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.

**TSI LIABLE**

#### Field of Study - 18 Credit Hours

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<tr>
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<th>Credit Hours</th>
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<td>DRAM 1120</td>
<td>Theater Practicum I</td>
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<td>DRAM 1121</td>
<td>Theater Practicum II</td>
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</tr>
<tr>
<td>DRAM 2120</td>
<td>Theater Practicum III</td>
<td>1</td>
</tr>
<tr>
<td>DRAM 1330</td>
<td>Stagecraft I</td>
<td>3</td>
</tr>
<tr>
<td>DRAM 1341</td>
<td>Makeup</td>
<td>3</td>
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<tr>
<td>or DRAM 1342</td>
<td>Introduction to Costume</td>
<td>3</td>
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<tr>
<td>DRAM 1351</td>
<td>Acting I</td>
<td>3</td>
</tr>
<tr>
<td>DRAM 1352</td>
<td>Acting II</td>
<td>3</td>
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<tr>
<td>DRAM 2366</td>
<td>Introduction to Cinema</td>
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</table>

**STC Core Curriculum - 42 Credit Hours**

Complete 42 credit hours of required Core Curriculum 1,2

<table>
<thead>
<tr>
<th>Course</th>
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<th>Credit Hours</th>
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<tbody>
<tr>
<td>DRAM 1310</td>
<td>Introduction to Theater 3</td>
<td>3</td>
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</tbody>
</table>

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. 89). 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

<table>
<thead>
<tr>
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<th>Credit Hours</th>
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<tbody>
<tr>
<td>DRAM 1330</td>
<td>Stagecraft I</td>
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<tr>
<td>DRAM 1351</td>
<td>Acting I</td>
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<tr>
<td>DRAM 1310</td>
<td>Introduction to Theater</td>
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<td>ENGL 1301</td>
<td>Composition I</td>
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<tr>
<td>HIST 1301</td>
<td>United States History I</td>
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<tr>
<td>or HIST 2327</td>
<td>or Mexican-American History I</td>
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**Credit Hours 15**

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</thead>
<tbody>
<tr>
<td>DRAM 1120</td>
<td>Theater Practicum I</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>3</td>
</tr>
<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 90)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<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>or HIST 2328</td>
<td>or Mexican-American History II</td>
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**Credit Hours 13**

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<tr>
<td>DRAM 1211</td>
<td>Theater Practicum II</td>
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</tr>
<tr>
<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 90)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>or Introduction to Logic</td>
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</tr>
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**Credit Hours 4**

<table>
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<tbody>
<tr>
<td>DRAM 2120</td>
<td>Theater Practicum III</td>
<td>1</td>
</tr>
<tr>
<td>DRAM 1352</td>
<td>Acting II</td>
<td>3</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. 89)</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Mathematics Elective - Core Curriculum (p. 89)</td>
<td>3-4</td>
<td></td>
</tr>
<tr>
<td>Recommended:</td>
<td>MATH 1332 Contemporary Mathematics</td>
<td></td>
</tr>
<tr>
<td>or MATH 1414</td>
<td>College Algebra</td>
<td></td>
</tr>
<tr>
<td>or HIST 2327</td>
<td>Mexican-American History II</td>
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**Credit Hours 14-15**

<table>
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<tr>
<th>Course</th>
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<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>DRAM 2366</td>
<td>Introduction to Cinema</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
<td>3</td>
</tr>
<tr>
<td>Speech Elective - Component Area Option - Core Curriculum</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Recommended:</td>
<td>SPCH 1311 Introduction to Speech Communication</td>
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<tr>
<td>SPCH 1315</td>
<td>Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
<td>4</td>
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<tr>
<td>Component Area Option - Core Curriculum (if required) (p. 91)</td>
<td>1</td>
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</tbody>
</table>

**Recommended:**

1. 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.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPCH 1318</td>
<td>Interpersonal Communications</td>
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<tr>
<td>KINE 1164</td>
<td>Introduction to Physical Fitness and Wellness</td>
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<tr>
<td></td>
<td>Credit Hours</td>
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</tr>
<tr>
<td></td>
<td>Total Credit Hours</td>
<td>60-61</td>
</tr>
</tbody>
</table>

1. DRAM 1330 Stagecraft I offered only Fall semester
2. DRAM 1341 Makeup (odd years) or DRAM 1342 Introduction to Costume (even years) offered only Spring semester
3. DRAM 1352 Acting II offered only Fall semester
Graphic Arts

Associate of Arts

The Associate of Arts with a field of study in Graphic Arts is a program of study that combines studio courses in art and design with a broad range of liberal arts courses. The two-year degree program prepares students for creative positions in the workforce, and 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</td>
<td>3</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. 89). 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.

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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>HIST 1301 or HIST 2327</td>
<td>United States History I or Mexican-American History 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>
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</table>

Credit Hours: 12

Second Semester

<table>
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<tr>
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<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>HIST 1302 or HIST 2328</td>
<td>United States History II or Mexican-American History II</td>
<td>3</td>
</tr>
<tr>
<td>ARTS 2333</td>
<td>Printmaking I</td>
<td>3</td>
</tr>
<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 90)</td>
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Credit Hours: 12

Third Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>GOVT 2305</td>
<td>Federal Government</td>
<td>3</td>
</tr>
<tr>
<td>Speech Elective - Component Area Option - Core Curriculum</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

Recommended:
Music

Associate of Arts

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.

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Field of Study - 31 credit hours

Musical Arts Foundation (16 Credits)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSI 1311</td>
<td>Music Theory I</td>
<td>3</td>
</tr>
<tr>
<td>MUSI 1312</td>
<td>Music Theory II</td>
<td>3</td>
</tr>
<tr>
<td>MUSI 2311</td>
<td>Music Theory III</td>
<td>3</td>
</tr>
<tr>
<td>MUSI 2312</td>
<td>Music Theory IV</td>
<td>3</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>
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</table>

Piano Classes (3 Credits)

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<tr>
<th>Course</th>
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<tbody>
<tr>
<td>MUSI 1181</td>
<td>Piano Class I</td>
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<td>MUSI 1182</td>
<td>Piano Class II</td>
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<tr>
<td>MUSI 2181</td>
<td>Piano Class III</td>
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Applied Electives

Select a minimum of 8 credit hours of the following: 1

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<td>MUAP 1201</td>
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</tr>
<tr>
<td>MUAP 1221</td>
<td>Applied Violin II</td>
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</tr>
<tr>
<td>MUAP 1202</td>
<td>Applied Viola I</td>
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</tr>
<tr>
<td>MUAP 1222</td>
<td>Applied Viola II</td>
<td></td>
</tr>
<tr>
<td>MUAP 1203</td>
<td>Applied Cello I</td>
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</tr>
<tr>
<td>MUAP 1223</td>
<td>Applied Cello II</td>
<td></td>
</tr>
<tr>
<td>MUAP 1204</td>
<td>Applied Double Bass I</td>
<td></td>
</tr>
<tr>
<td>MUAP 1224</td>
<td>Applied Double Bass II</td>
<td></td>
</tr>
<tr>
<td>MUAP 1205</td>
<td>Applied Flute I</td>
<td></td>
</tr>
<tr>
<td>MUAP 1225</td>
<td>Applied Flute II</td>
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<tr>
<td>MUAP 1206</td>
<td>Applied Clarinet I</td>
<td></td>
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<tr>
<td>MUAP 1226</td>
<td>Applied Clarinet II</td>
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<tr>
<td>MUAP 1207</td>
<td>Applied Saxophone I</td>
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<td>MUAP 1227</td>
<td>Applied Saxophone II</td>
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<td>MUAP 1208</td>
<td>Applied Trumpet I</td>
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<td>MUAP 1228</td>
<td>Applied Trumpet II</td>
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<td>MUAP 1209</td>
<td>Applied French Horn I</td>
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<tr>
<td>MUAP 1229</td>
<td>Applied French Horn II</td>
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<tr>
<td>MUAP 1210</td>
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<tr>
<td>MUAP 1230</td>
<td>Applied Trombone II</td>
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<tr>
<td>MUAP 1211</td>
<td>Applied Euphonium I</td>
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<tr>
<td>MUAP 1231</td>
<td>Applied Euphonium II</td>
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<tr>
<td>MUAP 1212</td>
<td>Applied Oboe I</td>
<td></td>
</tr>
<tr>
<td>MUAP 1232</td>
<td>Applied Oboe II</td>
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<tr>
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<td>MUAP 2221</td>
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<td>MUAP 2223</td>
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<td>MUAP 2224</td>
<td>Applied Double Bass IV</td>
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<td>MUAP 2215</td>
<td>Applied Percussion III</td>
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<td>MUAP 2235</td>
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<td>MUAP 2236</td>
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<td>MUAP 2220</td>
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<tr>
<td>MUAP 2240</td>
<td>Applied Conducting IV</td>
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</table>

Ensemble Electives (4 Credits)

Complete a minimum of 4 credit hours of the following: 1

<table>
<thead>
<tr>
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<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUEN 1121</td>
<td>Band Ensemble</td>
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</tr>
<tr>
<td>MUEN 1122</td>
<td>Brass Ensemble</td>
<td></td>
</tr>
<tr>
<td>MUEN 1131</td>
<td>Mariachi Ensemble</td>
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</tr>
</tbody>
</table>

South Texas College 151
STC Core Curriculum - 29 credit hours
Complete 29 credit hours of required Core Curriculum including the following: 2,3,4

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. 89).
3. Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.
4. Students must not duplicate courses taken to meet Field of Study requirements.

Please note students will not be core complete upon completing this degree program.

Recommended After Completion of Degree to be Core Complete
Students who would like to be Core complete upon transfer should also complete courses from the following Core component areas:

- HIST 1302 United States History II (p. 90)
- or HIST 2328 Mexican-American History II
- Creative Arts Elective - Core Curriculum (p. 90)
- Social and Behavioral Sciences Elective - Core Curriculum (p. 90)
- Speech Elective - Component Area Option - Core Curriculum
- Component Area Option - Core Curriculum (p. 91)

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>HIST 1301</td>
<td>United States History I</td>
<td>3</td>
</tr>
<tr>
<td>or HIST 2327</td>
<td>or Mexican-American History I</td>
<td></td>
</tr>
<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
</tr>
<tr>
<td>MUSI 1311</td>
<td>Music Theory I</td>
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Second Semester

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<td>Applied Elective - Field of Study 1</td>
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</tbody>
</table>

Total Credit Hours 60

1. Courses to be chosen from the Music Applied Instruments Field of Study
2. Courses to be chosen from the Music Ensembles Field of Study

Recommended After Completion of Degree to be Core Complete
Students who would like to be Core complete upon transfer should also complete courses from the following Core component areas:

- HIST 1302 United States History II (p. 90)
- or HIST 2328 Mexican-American History II
- Creative Arts Elective - Core Curriculum (p. 90)
- Social and Behavioral Sciences Elective - Core Curriculum (p. 90)
- Speech Elective - Component Area Option - Core Curriculum
- Component Area Option - Core Curriculum (p. 91)

152 Music
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

**Fine Arts Foundation**

| ARTS 1311 | Design I | 3 |
| ARTS 1312 | Design II | 3 |
| ARTS 1316 | Drawing I | 3 |
| ARTS 1317 | Drawing II | 3 |
| ARTS 2389 | Academic Cooperative | 3 |

**Fine Arts Elective**

Select one of the following: 3

| ARTS 2313 | Painting | 3 |
| ARTS 2317 | Painting II | 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 2355 | Photography I (Fine Arts Emphasis) | 3 |
| ARTS 2357 | Photography II (Fine Arts Emphasis) | 3 |

**STC Core Curriculum - 42 credit hours**

Complete 42 credit hours of required Core Curriculum including the following: 2,3

- **Creative Arts Elective**
  - ARTS 1303 | Art History I | 3 |
  - ARTS 1304 | Art History II | 3 |

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. 89).

3. Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI LIABLE

Recommended Course Sequence

**Course**

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<tr>
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<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
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<tr>
<td>ARTS 1316</td>
<td>Drawing I</td>
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<td>ARTS 1311</td>
<td>Design I</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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<tr>
<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
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<td>ARTS 1317</td>
<td>Drawing II</td>
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<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 90)</td>
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<td>SPCH 1311</td>
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1. Courses to be chosen from Field of Study
Humanities

American Sign Language and Interpreting Studies (p. 155)
- Trilingual Interpreter (Certificate)
- Specialization: Sign Language Interpreter (Associate of Applied Science)

English (p. 157)
- English, Field of Study (Associate of Arts)

History (p. 158)
- History, Field of Study (Associate of Arts)

Interdisciplinary Studies (p. 159)
- 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. 160)
  - Concentration: Spanish (Associate of Arts) (p. 161)

Mexican-American Studies (p. 163)
- Mexican-American Studies, Field of Study (Associate of Arts)

Philosophy (p. 165)
- Philosophy, Field of Study (Associate of Arts)
American Sign Language and Interpreting Studies

Deaf Support Specialist Certificate

The certificate program in Deaf Support is comprised of 8 technical courses totaling 22 credit hours. A Deaf Support is responsible for assistance with advocating, educating and promoting community awareness pertaining to Deaf, hard-of-hearing and hearing communities. Their responsibilities involve supporting Deaf and hard-of-hearing consumers with independent living skills, informing them of community services available, and educating them in terms of their rights as they relate to the Americans with Disabilities Act. Additionally, they may assist with locating the latest rehabilitative and/or assistive technological devices. The Deaf Support Specialist Certificate program is designed to provide students with a foundation for entry level Deaf Support Specialist jobs.

Trilingual Interpreter Certificate

The Trilingual Enhanced certificate was created to strengthen the skills of an interpreter who is currently utilizing the three languages of ASL, English and spoken Spanish in his or her professional work. This certificate was also designed to offer training to interpreters who would like to utilize these three languages or to add to their existing skills. The Trilingual Enhanced certificate requires a minimum language proficiency in both American Sign Language and Spanish.

Specialization: Sign Language Interpreter Associate of Applied Science

The Associate of Applied Science degree in the Sign Language Interpreter Specialization is comprised of a combination of technical and general education courses. The degree requires 63 credit hours of designated coursework. Students must take a mid-program evaluation, the State Certification Basic Exam, as well as a program exit exam in order to complete the degree requirements. Students are expected to maintain a 2.5 grade point average (GPA) in all program coursework. Students interested in pursuing the Associate of Applied Science degree are required to consult with department staff before registering for any SLNG classes.

The Sign Language Interpreter option is for individuals seeking employment as an interpreter. An interpreter is one who facilitates communication between persons who do not share the same language. Interpreting between Deaf and Hearing cultures is a process of communicating spoken English messages into American Sign Language or Signed English as well as rendering American Sign Language or Signed English messages into spoken English.

Advisory Committee Members

Brook Velarde Hernandez, Manager- Valley Association for Independent Living
Chris Ardis, Retired Deaf Ed. Teacher
Ernie Pena, Sign Language Interpreter
Roland Quesada, BEI Level 3/Court Sign Language Interpreter
Dr. Shawn Saladin, Associate Dean of Education and Research at University Texas Rio Grande Valley

Vanessa Vera, Texas Workforce Commission
Vocational Rehab Counselor for the Deaf
Anival Hendrickson CRP Advanced Employment Services
Sandra Hendrickson, Owner Advanced Employment Services

Ex-Officio Members

Dr. Ety Bischoff, Dean, Liberal Arts & Social Sciences
Melissa Ibanez, ASL Instructor South Texas College
Nora McAllister, South Texas College Sign Language Interpreter for the Deaf

Certificate

• Deaf Support Specialist Certificate (p. 155)
• Trilingual Interpreter Certificate (p. 155)

Associates Degrees

• American Sign Language and Interpreting Studies Specialization: Sign Language Interpreter Associate of Applied Science (p. 156)

Deaf Support Specialist Certificate

TSI EXEMPT

Course Title Credit Hours
Fall
SLNG 1304 American Sign Language (ASL) I 3
SLNG 1300 Fundamentals for Deaf Support Specialist/Service Provider 3
Credit Hours 6
Spring
SLNG 1305 American Sign Language (ASL) II 3
SLNG 2330 Advanced Techniques for Deaf Support Specialist/Service Providers 3
SLNG 1311 Fingerspelling and Numbers 3
Credit Hours 9
Summer
SLNG 1344 American Sign Language (ASL) III 3
SLNG 1317 Introduction to the Deaf Community 3
SLNG 2186 Capstone: Internship I 1
Credit Hours 7
Total Credit Hours 22

Trilingual Interpreter Certificate

TSI LIABLE

Course Title Credit Hours
First Semester
SLNG 2370 Trilingual Interpreting I 3
SLNG 2373 Latino Interpreting Issues 3
Credit Hours 6
Second Semester
SLNG 2372 Trilingual Interpreting II 3
SPAN 2389 Academic Cooperative 3
Credit Hours 6
Total Credit Hours 12

1 Courses under the Enhanced Trilingual Certificate can be taken concurrently with the Sign Language Interpreter major.

South Texas College 155
American Sign Language and Interpreting Studies
Specialization: Sign Language Interpreter Associate of Applied Science

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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 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: 15

- ENGL 2307 Creative Writing I
- ENGL 2311 Technical and Business Writing
- ENGL 2321 British Literature
- ENGL 2326 American Literature
- ENGL 2331 World Literature
- ENGL 2341 Introduction to Forms of Literature
- ENGL 2351 Mexican American Literature
- ENGL 2389 Academic Cooperative
- EDUC 1300 Learning Framework

Foreign Language
The student is required to take 1 course of any foreign language course

STC Core Curriculum - 42 Credit Hours
Complete 42 credit hours of required Core Curriculum including the following: 42

Component Area Option
- SPCH 1311 Introduction to Speech Communication

Total Credit Hours 60

1 Courses to be chosen from Field of Study

Language, Philosophy & Culture Elective - Core Curriculum (p. 90) 3
HIST 1301 United States History I 3
or HIST 2327 or Mexican-American History I
Mathematics Elective - Core Curriculum (p. 89) 3-4

Second Semester
- ENGL 1302 Composition II - Rhetoric 3
- HIST 1302 United States History II 3
or HIST 2328 or Mexican-American History II
- GOVT 2305 Federal Government 3
- Life and Physical Sciences Elective - Core Curriculum (p. 89) 4

Third Semester
- SPCH 1311 Introduction to Speech Communication 3
- GOVT 2306 Texas Government 3
- English Elective - Field of Study 3

Fourth Semester
- English Elective - Field of Study 3
- English Elective - Field of Study 3
- Foreign Language Elective - Field of Study 3
- Creative Arts Elective - Core Curriculum (p. 90) 3

Recommended
- DRAM 1310 Introduction to Theater
- ARTS 1301 Art Appreciation
- MUSI 1306 Music Appreciation
- Social and Behavioral Sciences Elective - Core Curriculum (p. 90) 3

Fifth Semester
- English Elective - Field of Study 3
- English Elective - Field of Study 3
- Life and Physical Sciences Elective - Core Curriculum (p. 89) 4
- Component Area Option - Core Curriculum (if required) (p. 91) 1

Total Credit Hours 10

Total Credit Hours 60

TSI LIABLE

Recommended Course Sequence

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<th>Credit Hours</th>
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</table>

Note: 1 Credit Hour

South Texas College 157
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.

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

The student is required to take the following 3 courses (9 credits):

- HIST 2321 World Civilizations I 3
- HIST 2322 World Civilizations II 3
- HIST 2389 Academic Cooperative 3

**Field of Study Elective (9 credits)**

To complete the History field of study, students must take three 3 credit hour courses listed in any Associate of Arts field of study from the following list: Anthropology, Business Administration (Transfer plan only), Communication, Criminal Justice, Drama, Education, English, Arts, Humanities, Interdisciplinary Studies, Language and Cultural Studies, Mexican-American Studies, Philosophy, Political Science, Psychology, Social Work or Sociology.

It is strongly recommended that History majors choose from the following to complete the field of study electives:

- HIST 2301 Texas History
- HIST 2327 Mexican-American History I
- HIST 2328 Mexican-American History II
- HIST 2381 African-American History

#### STC Core Curriculum - 42 credit hours

Complete 42 credit hours of required Core Curriculum 1-2

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<tr>
<th>Course</th>
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<th>Credit Hours</th>
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<tbody>
<tr>
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<td>ENGL 1301</td>
<td>Composition I</td>
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<tr>
<td>SPCH 1311 or EDUC 1301 (Recommended)</td>
<td>Introduction to Speech Communication or Learning Framework</td>
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<tr>
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#### Second Semester

- HIST 1302 United States History II 3
- ENGL 1302 Composition II - Rhetoric 3
- Language, Philosophy & Culture Elective - Core Curriculum (p. 90)
- PHIL 2307 Introduction to Social and Political Philosophy (Recommended) 3
- Social and Behavioral Sciences Elective - Core Curriculum (p. 90) 3
- Field of Study Elective suggested History Elective 3

| | Credit Hours | 15 |

#### Third Semester

- Creative Arts Elective - Core Curriculum (p. 90) 3
- ARTS 1303 Art History I (Recommended) 3
- Mathematics Elective - Core Curriculum (p. 89) 3

| | Credit Hours | 7 |

#### Fourth Semester

- GOVT 2305 Federal Government 3
- HIST 2321 World Civilizations I 3
- Field of Study Elective suggested History Elective 3
- Life and Physical Sciences Elective - Core Curriculum (p. 89) 4
- Component Area Option - Core Curriculum (if required) (p. 91) 1

| | Credit Hours | 13 |

#### Fifth Semester

- GOVT 2306 Texas Government 3
- HIST 2322 World Civilizations II 3
- Life and Physical Sciences Elective - Core Curriculum (p. 89) 4
- HIST 2389 Academic Cooperative 3

| | Credit Hours | 13 |

Total Credit Hours 60

1. Courses to be chosen from the Field of Study Electives

2. Students must take two 3 credit hour courses listed in any Associate of Arts Field of Study from the following list: Anthropology, Business Administration (transfer plan only), Communication, Criminal Justice, Drama, Education, English, Arts, Humanities, Interdisciplinary Studies, Language and Cultural Studies, Mexican-American Studies, Philosophy, Political Science, Psychology, Social Work, or Sociology.

### TSI LIABLE

#### Recommended Course Sequence

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<tr>
<td>SPCH 1311 or EDUC 1301 (Recommended)</td>
<td>Introduction to Speech Communication or Learning Framework</td>
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#### Second Semester

- HIST 1302 United States History II 3
- ENGL 1302 Composition II - Rhetoric 3
- Language, Philosophy & Culture Elective - Core Curriculum (p. 90) 3
- PHIL 2307 Introduction to Social and Political Philosophy (Recommended) 3
- Social and Behavioral Sciences Elective - Core Curriculum (p. 90) 3
- Field of Study Elective suggested History Elective 3

| | Credit Hours | 15 |

#### Third Semester

- Creative Arts Elective - Core Curriculum (p. 90) 3
- ARTS 1303 Art History I (Recommended) 3
- Mathematics Elective - Core Curriculum (p. 89) 3

| | Credit Hours | 7 |

#### Fourth Semester

- GOVT 2305 Federal Government 3
- HIST 2321 World Civilizations I 3
- Field of Study Elective suggested History Elective 3
- Life and Physical Sciences Elective - Core Curriculum (p. 89) 4
- Component Area Option - Core Curriculum (if required) (p. 91) 1

| | Credit Hours | 13 |

#### Fifth Semester

- GOVT 2306 Texas Government 3
- HIST 2322 World Civilizations II 3
- Life and Physical Sciences Elective - Core Curriculum (p. 89) 4
- HIST 2389 Academic Cooperative 3

| | Credit Hours | 13 |

Total Credit Hours 60
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 1 18

STC Core Curriculum - 42 credit hours
Complete 42 credit hours of required Core Curriculum 2,3 42

Total Credit Hours
60

1 The Field of Study courses must be chosen from two (2) or more AA or AS field of study options. Substitutions to this degree plan will be accepted if the Transfer Institution accepts the substitution(s) as courses that will apply toward the baccalaureate degree the student intends to pursue.

2 In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 89). These courses must not duplicate courses taken to fulfill the field of study requirements.

3 Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI LIABLE

Recommended Course Sequence

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<thead>
<tr>
<th>Course</th>
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<th>Credit Hours</th>
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<td>ENGL 1302</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. 90)</td>
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Life and Physical Sciences Elective - Core Curriculum (p. 89) 4
Social and Behavioral Sciences Elective - Core Curriculum (p. 90) 3
Elective - Field of Study 3
Component Area Option - Core Curriculum (if required) (p. 91) 1

Credit Hours 14

**Fifth Semester**

<table>
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Credit Hours 16

Total Credit Hours 60

Courses to be chosen from Field of Study
Language and Cultural Studies

- American Sign Language Concentration (p. 160)
- Spanish Concentration (p. 161)

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>
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<tbody>
<tr>
<td>SGNL 1301</td>
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<td>Beginning American Sign Language II</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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<td>PHIL 2306</td>
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Select one of the following; 3

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<th>Title</th>
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<td>Introduction to Humanities I - Western</td>
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<tr>
<td>HUMA 2319</td>
<td>American Minority Studies</td>
</tr>
<tr>
<td>HUMA 2323</td>
<td>World Cultures</td>
</tr>
<tr>
<td>EDUC 1301</td>
<td>Introduction to the Teaching Profession</td>
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<tr>
<td>EDUC 1300</td>
<td>Learning Framework</td>
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<td>Introduction to Philosophy</td>
</tr>
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<td>PHIL 2303</td>
<td>Introduction to Logic</td>
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<td>PHIL 2307</td>
<td>Introduction to Social and Political Philosophy</td>
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<tr>
<td>PSYC 1300</td>
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</table>

STC Core Curriculum - 42 credit hours

Complete 42 credit hours of required Core Curriculum 1,2

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. 89). 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>
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<th>Credit Hours</th>
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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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<td>ENGL 1301</td>
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<td>SGNL 1301</td>
<td>Beginning American Sign Language I</td>
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Credit Hours 12

Second Semester

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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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<tr>
<td>Creative Arts Elective - Core Curriculum (p. 89)</td>
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<tr>
<td>SGNL 1302</td>
<td>Beginning American Sign Language II</td>
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Credit Hours 15

Third Semester

Mathematics Elective - Core Curriculum (p. 89) 3-4

Life and Physical Sciences Elective - Core Curriculum (p. 89) 4

Social and Behavioral Sciences Elective - Core Curriculum (p. 90) 3

SGNL 2301 | Intermediate American Sign Language I (if required) (p. 91) 1

Component Area Option - Core Curriculum

Elective - Field of Study

Select one of the following: 3

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>PHIL 1301</td>
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<td>PHIL 2306</td>
<td>Introduction to Ethics</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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<td>HUMA 2319</td>
<td>American Minority Studies</td>
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<td>World Cultures</td>
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<tr>
<td>EDUC 1300</td>
<td>Learning Framework</td>
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<td>ENGL 2341</td>
<td>Introduction to Forms of Literature</td>
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Credit Hours 17

Fourth Semester

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<td>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
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<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 90)</td>
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<td>PHIL 2306</td>
<td>Introduction to Ethics</td>
<td>3</td>
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</table>

Total Credit Hours 60
### Spanish Concentration

**Associate of Arts**

The Language and Cultural Studies Field of Study is designed to provide students the opportunity to develop and enhance their practical communication skills and cross-cultural understanding that will provide them the foundational coursework required for careers in languages and cultural studies.

Furthermore, the field of study will focus on integrating language, culture and literature to help students gain an international perspective for living and working in today's global society.

Students declaring a field of study in Languages and Cultural Studies may choose courses in one or both of the following concentrations: Spanish and American Sign Language.

#### 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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<tr>
<td>SPAN 1411</td>
<td>Beginning Spanish I for Non-Spanish Speakers 1</td>
<td>3-4</td>
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<tr>
<td>or SPAN 2313</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 1</td>
<td>3-4</td>
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<tr>
<td>or SPAN 2315</td>
<td>Spanish for Native/Heritage Speakers II</td>
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</tr>
<tr>
<td>SPAN 2311</td>
<td>Intermediate Spanish 1</td>
<td>3</td>
</tr>
<tr>
<td>or HUMA 2323</td>
<td>World Cultures</td>
<td></td>
</tr>
<tr>
<td>SPAN 2312</td>
<td>Intermediate Spanish 1</td>
<td>3</td>
</tr>
<tr>
<td>or ENGL 2351</td>
<td>Mexican American Literature</td>
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<tr>
<td>SPAN 2389</td>
<td>Academic Cooperative</td>
<td>3</td>
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Select one of the following: 2

| PHIL 1301    | Introduction to Philosophy         | 3            |
| PHIL 2303    | Introduction to Logic              |              |
| PHIL 2306    | Introduction to Ethics             |              |
| PHIL 2307    | Introduction to Social and Political Philosophy | |
| HUMA 1301    | Introduction to Humanities I - Western | |
| HUMA 2319    | American Minority Studies          |              |
| HUMA 2323    | World Cultures                     |              |
| EDUC 1301    | Introduction to the Teaching Profession | |
| ENGL 2331    | World Literature                   |              |
| ENGL 2341    | Introduction to Forms of Literature | |
| ENGL 2351    | Mexican American Literature        |              |

**STC Core Curriculum - 42 credit hours**

Complete 42 credit hours of required Core Curriculum 2

**Total Credit Hours** 60-62

---

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.

---

3 In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 89). These courses must not duplicate courses taken to fulfill the field of study requirements.

4 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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<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</table>
| First Semester
| HIST 1301 or HIST 2227 | United States History I or Mexican-American History I | 3 |
| or ENGL 1301 | Composition I                      | 3            |
| or SPAN 2313 | Spanish for Native/Heritage Speakers I | 3-4        |
| or SPAN 1411 | Beginning Spanish I for Non-Spanish Speakers |              |

**Second Semester**

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<tr>
<td>or ENGL 1302</td>
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<td>GOVT 2305</td>
<td>Federal Government</td>
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<tr>
<td>SPAN 2315 or SPAN 1412</td>
<td>Spanish for Native/Heritage Speakers II or Beginning Spanish I for Non-Spanish Speakers</td>
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**Third Semester**

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**Fourth Semester**

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<td>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
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<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 90)</td>
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**Fifth Semester**

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<tr>
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<tr>
<td>SPAN 2312 or ENGL 2351</td>
<td>Intermediate Spanish II or Mexican American Literature</td>
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</tr>
<tr>
<td>SPAN 2389</td>
<td>Academic Cooperative</td>
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<tr>
<td>Elective - Field of Study</td>
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<td></td>
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</table>

Select one of the following:

<p>| PHIL 1301 | Introduction to Philosophy         | 3            |
| PHIL 2303 | Introduction to Logic              |              |
| PHIL 2306 | Introduction to Ethics             |              |
| PHIL 2307 | Introduction to Social and Political Philosophy | |
| HUMA 1301 | Introduction to Humanities I - Western | |
| HUMA 2319 | American Minority Studies          |              |
| HUMA 2323 | World Cultures                     |              |</p>
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<td>ENGL 2331</td>
<td>World Literature</td>
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<tr>
<td>ENGL 2341</td>
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</tr>
<tr>
<td>ENGL 2351</td>
<td>Mexican American Literature</td>
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Credit Hours: 16

Total Credit Hours: 60-62
Introduction to Mexican-American Studies

The Mexican American Studies Associate of Arts degree provides students with an interdisciplinary education that can transition to any Liberal Arts or Humanities baccalaureate degree program at a four-year institution. The interdisciplinary curriculum provides students with the general academic background necessary for success at any four-year institution while providing them with awareness of Mexican American history, culture, political agency, and the formation of the Mexican American identity.

The Mexican American Studies degree is especially useful for students planning to work in areas with large Hispanic populations, as it will provide them with a better understanding of the community where they work. Employers value them as bilingual and culturally aware professionals. Earning an Associate of Arts in Mexican American Studies prepares students for multiple career paths in the public and private sectors, including social service, urban planning, non-profits, healthcare, education, and business operations.

The Mexican American Studies program not only provides students with cultural awareness, but also an advantage in both a four-year program and the workforce by honing critical thinking, oral, written, and research skills.

**TSI LIABLE**

Field of Study - 12 credit hours

- HUMA 1305 Introduction to Mexican-American Studies 3
- ENGL 2351 Mexican American Literature 3
- HUMA 1311 Mexican-American Fine Arts Appreciation 3
- GOVT 2311 Mexican American and Latinx Politics 3

**Spanish Language Requirement** 3-4

- SPAN 1411 Beginning Spanish I for Non-Spanish Speakers 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 - 3 credit hours**

To complete the Mexican-American Studies Field of Study, students must take 3 credit hours listed in any Associate of Arts Field of Study from the following list: Anthropology, Business Administration (transfer plan only), Communication, Criminal Justice, Drama, Education, English, Arts, History, Interdisciplinary Studies, Language and Cultural Studies, Mexican-American Studies, Philosophy, Political Science, Psychology, Social Work, or Sociology.

**STC Core Curriculum - 42 credit hours**

Complete 42 credit hours of required Core Curriculum including the following:

<table>
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<tr>
<td>HIST 2328</td>
<td>Mexican-American History II</td>
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</table>

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. 89). 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**

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<tr>
<th>Course</th>
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<tbody>
<tr>
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<tr>
<td>HIST 2327</td>
<td>Mexican-American History I</td>
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</tr>
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**Field of Study Elective** 3-4

Recommended:

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<td>Spanish for Native Heritage Speakers II</td>
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<td>HIST 2328</td>
<td>Mexican-American History II</td>
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**Field of Study Electives - 3 credit hours**

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**Fourth Semester**

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<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 90)</td>
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Recommended:

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<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>SPAN 2311</td>
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<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
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<td>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
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</tr>
<tr>
<td>HUMA 1311</td>
<td>Mexican-American Fine Arts Appreciation</td>
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**Fifth Semester**

<table>
<thead>
<tr>
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<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
<td>3</td>
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<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
<td></td>
<td>4</td>
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<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 90)</td>
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<td>3</td>
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<tr>
<td>Component Area Option - Core Curriculum (if required) (p. 91)</td>
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<td>1</td>
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<tr>
<td>Creative Arts Elective - Core Curriculum (p. 90)</td>
<td></td>
<td>3</td>
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</table>

Total Credit Hours 60-61
To complete the Mexican-American Studies Field of Study, students must take 3 credit hours listed in any Associate of Arts Field of Study from the following list: Anthropology, Business Administration (transfer plan only), Communication, Criminal Justice, Drama, Education, English, Arts, History, Interdisciplinary Studies, Language and Cultural Studies, Mexican-American Studies, Philosophy, Political Science, Psychology, Social Work, or Sociology.
Philosophy

Associate of Arts

The 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.

TSI LIABLE

Field of Study - 18 credit hours

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Credit Hours</th>
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<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>
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Select two of the following: 6

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<tbody>
<tr>
<td>PHIL 1304</td>
<td>Introduction to World Religions</td>
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<tr>
<td>PHIL 2307</td>
<td>Introduction to Social and Political Philosophy</td>
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<tr>
<td>PHIL 2316</td>
<td>Classical Philosophy</td>
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<tr>
<td>PHIL 2321</td>
<td>Philosophy of Religion</td>
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<tr>
<td>PHIL 2389</td>
<td>Academic Cooperative: 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. 1

Total Credit Hours 60

1 Courses to be chosen from Philosophy Field of Study

Fourth Semester

<table>
<thead>
<tr>
<th>Course Code</th>
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<tr>
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<tr>
<td>PHIL 2306</td>
<td>Introduction to Ethics</td>
<td>3</td>
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<td>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
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Field of Study Elective 2

Credit Hours 13

Fifth Semester

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<tbody>
<tr>
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<td>Texas Government</td>
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<tr>
<td>Field of Study Elective 2</td>
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<td>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
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Philosophy Elective 1

Credit Hours 13

Total Credit Hours 60

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.

TSI LIABLE

Recommended 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>
<td>Composition I</td>
<td>3</td>
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<tr>
<td>Component Area Option - Core Curriculum (p. 91)</td>
<td>3-4</td>
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Recommended:

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<th>Credit Hours</th>
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<tr>
<td>SPCH 1311</td>
<td>Introduction to Speech Communication</td>
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Second Semester

<table>
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<th>Course Title</th>
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<tbody>
<tr>
<td>HIST 1302</td>
<td>United States History I</td>
<td>3</td>
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<tr>
<td>or HIST 2327</td>
<td>Mexican-American History I</td>
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<tr>
<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics Elective - Core Curriculum (p. 89)</td>
<td>3</td>
<td></td>
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<tr>
<td>Creative Arts Elective - Core Curriculum (p. 90)</td>
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<td>PHIL 2303</td>
<td>Introduction to Logic</td>
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Credit Hours 16

Third Semester

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<tr>
<td>Component Area Option - Core Curriculum (if required) (p. 91)</td>
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<td>Philosophy Elective 1</td>
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Credit Hours 3

First Semester

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<th>Course Code</th>
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<tbody>
<tr>
<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 90)</td>
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Recommended:

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<tbody>
<tr>
<td>PHIL 1301</td>
<td>Introduction to Philosophy</td>
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<td>HIST 1301</td>
<td>United States History I</td>
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<tr>
<td>or HIST 2327</td>
<td>Mexican-American History I</td>
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</table>

Credit Hours 12

South Texas College 165
Social & Behavioral Sciences

Anthropology (p. 167)
- Anthropology, Field of Study (Associate of Arts)

Child Development and Early Childhood (p. 169)
- Child Development and Early Childhood
  - Specialization: Administration of Early Childhood Programs (Certificate)
  - Specialization: Infant and Toddler (Certificate)
  - Specialization: Pre-school (Certificate)
- Child Development/Early Childhood (Associate of Applied Science)

Communication
- Advertising/Public Relations, Field of Study (Associate of Arts) (p. 172)
- Communication Studies, Field of Study (Associate of Arts) (p. 173)

Criminal Justice (p. 174)
- Criminal Justice, Field of Study (Associate of Arts)

Education
- Teaching
  - EC-6 Generalist (Associate of Arts in Teaching) (p. 177)
  - 4-8 Generalist (Associate of Arts in Teaching) (p. 175)
  - Grades 8-12 (Associate of Arts in Teaching) (p. 179)

Kinesiology (p. 180)
- Kinesiology, Field of Study (Associate of Arts) (p. 180)
- Personal Trainer (Certificate) (p. 182)

Political Science (p. 183)
- Political Science, Field of Study (Associate of Arts)

Psychological Science (p. 184)
- Psychology, Field of Study (Associate of Arts)

Social Work (p. 187)
- Social Work, Field of Study (Associate of Arts)

Sociology (p. 188)
- Sociology, Field of Study (Associate of Arts)
Anthropology

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 ethological film making.

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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 2346 General Anthropology
Select a minimum of two of the following: 6
SOCI 1301 Introductory Sociology
SOCI 2319 Minority Studies
PSYC 2317 Statistical Methods in Psychology
HIST 2321 World Civilizations I

STC Core Curriculum - 42 Credit Hours

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. 89).
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 First Semester</th>
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<th>Credit Hours</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>
<td>Composition I</td>
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<tr>
<td>ANTH 2301</td>
<td>Physical Anthropology</td>
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<td>Anthropology Elective</td>
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<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>
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<tr>
<td>HIST 2321</td>
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Second Semester

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<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>Social and Behavioral Sciences Elective - Core Curriculum (p. 90)</td>
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<td>Anthropology Elective</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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<td>PSYC 2317</td>
<td>Statistical Methods in Psychology</td>
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<td>HIST 2321</td>
<td>World Civilizations I</td>
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Third Semester

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<tbody>
<tr>
<td>Creative Arts Elective - Core Curriculum (p. 90)</td>
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<tr>
<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 90)</td>
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<td>Component Area Option - Core Curriculum (p. 91)</td>
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<td>Select one of the following:</td>
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<tr>
<td>EDUC 1300</td>
<td>Learning Framework</td>
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<tr>
<td>PSYC 1300</td>
<td>Learning Framework</td>
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<td>SPCH 1311</td>
<td>Introduction to Speech Communication</td>
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<tr>
<td>SPCH 1318</td>
<td>Interpersonal Communications</td>
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<td>SPCH 1321</td>
<td>Business and Professional Communication</td>
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<td>SPCH 2333</td>
<td>Discussion and Small Group Communication</td>
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<td>SPCH 2335</td>
<td>Argumentation and Debate</td>
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Fourth Semester

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<tr>
<td>Mathematics Elective - Core Curriculum (p. 89)</td>
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<tr>
<td>MATH 1414</td>
<td>College Algebra</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 (p. 89)</td>
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Fifth Semester

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<td>HUMA 2323 or ANTH 2346</td>
<td>World Cultures or General Anthropology</td>
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<tr>
<td>ANTH 2351</td>
<td>Cultural Anthropology</td>
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TSI LIABLE
Component Area Option - Core Curriculum  
(if required) (p. 91)

<table>
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<tr>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>13</td>
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</table>
Child Development and Early Childhood

The Child Development and Early Childhood 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 all early childhood 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 Health and Human Services (THHS) Child Care Licensing educational requirements for a director or manager position at a child care center licensed for 13 or more children. It provides a basic foundation of knowledge and skills in both child development/early childhood and business management. All students participating in Field Study courses must have a negative TB test and a criminal background check submitted to the placement site. The Field Study course in this program, CDEC 2167 Capstone: Administration, is considered a capstone course and must be taken during the semester the student is graduating. All credit hours earned under this certificate plan transfer to the Associate of Applied Science Degree in Child Development/Early Childhood.

Specialization: Infant and Toddler

Certificate

The Infant and Toddler certificate prepares students for entry-level positions in the field of Child Development and Early Childhood at programs such as Early Head Start and infant/toddler child care programs. This certificate provides the instruction and field experience necessary for successful care and guidance of young children birth to five years of age. Graduates will know and be able to promote child development concepts and learning; build family and community relationships; observe, document, and assess children; use developmentally effective approaches to connect with children and families; and use content knowledge to build meaningful curriculum. This certificate also provides students an option to apply for a Child Development Associate Credential (CDA) from the Council for Professional Recognition after taking CDEC 1417 Child Development Associate Training I and CDEC 2422 Child Development Associate Training II. All students participating in Field Study courses must have a negative TB test and a criminal background check submitted to the placement site. The Field Study course, CDEC 2167 Capstone: Field Study Preschool, must be taken during the semester the student is graduating. All credit hours earned under this certificate plan, with the exception of optional courses, transfer to the Associate of Applied Science degree in Child Development/Early Childhood.

Specialization: Preschool

Certificate

The Preschool certificate prepares students for entry-level positions in the field of Child Development and Early Childhood at programs such as Head Start and preschool child care programs. This certificate provides the instruction and field experience necessary for successful care and guidance of young children three to five years of age. The graduate will know and be able to promote child development concepts and learning, use developmentally effective approaches to connect with children and families, and use content knowledge to build meaningful curriculum. This certificate also provides students an option to apply for a Child Development Associate Credential (CDA) from the Council for Professional Recognition after taking CDEC 1417 Child Development Associate Training I and CDEC 2422 Child Development Associate Training II. All students participating in Field Study courses must have a negative TB test and a criminal background check submitted to the placement site. The Field Study course, CDEC 2166 Capstone: Field Study Preschool, must be taken during the semester the student is graduating. All credit hours earned under this certificate plan, with the exception of optional courses, transfer to the Associate of Applied Science degree in Child Development/Early Childhood.

Advisory Committee Members

Sylvia Garza, Professional Development, Hidalgo County Head Start
Pattie Rosenlund, Committee Chair, Executive Director, Easter Seals Rio Grande Valley
Elda Perez, Education Director, UTROV Early Head Start
Delia Mendoza, Dual Enrollment High School Instructor, McAllen ISD
Victor Yado, Human Resource Manager, Teaching and Mentoring Communities Migrant Head Start
A student in the Child Development and Early Childhood Program
Dr. Timothy Oblath, Assistant Professor, Texas A&M Kingsville, Department of Human Sciences
Nancy Cuevas, Manager of Little Bright Minds Child Development Center
Jose Casarez, Director, Community Development Institute Head Start
Certificates

- Child Development/Early Childhood Specialization: Administration of Early Childhood Programs Certificate (p. 170)
- Child Development/Early Childhood Specialization: Infant and Toddler Certificate (p. 170)
- Child Development/Early Childhood Specialization: Preschool Certificate (p. 170)

Associates Degree

- Child Development/Early Childhood Associate of Applied Science (p. 170)

Child Development/Early Childhood Specialization: Administration of Early Childhood Programs Certificate

Gainful Employment (https://www.southtexascollege.edu/ge/Administration-of-Early-Childhood-Programs/index.html)

<table>
<thead>
<tr>
<th>Course Title Credit Hours</th>
<th>First Semester</th>
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<tbody>
<tr>
<td>TECA 1311 Educating Young Children 3</td>
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</tr>
<tr>
<td>TECA 1318 Wellness of the Young Child 3</td>
<td></td>
</tr>
<tr>
<td>TECA 1354 or CDEC 1313 Child Growth and Development or Curriculum Resources for Early Childhood Programs 3</td>
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<tr>
<td>CDEC 2326 Administration of Programs for Children I 3</td>
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<tr>
<td>CDEC 2328 Administration of Programs for Children II 3</td>
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<td>CDEC 2336 Administration of Programs for Children III 3</td>
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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/Early Childhood Specialization: Infant and Toddler Certificate


<table>
<thead>
<tr>
<th>Course Title Credit Hours</th>
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<tbody>
<tr>
<td>CDEC 1319 Child Guidance 3</td>
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<tr>
<td>TECA 1311 Educating Young Children 3</td>
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<tr>
<td>CDEC 1359 Children with Special Needs 3</td>
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<td>CDEC 1417 Child Development Associate Training I 1</td>
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</table>

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 a criminal background check will be required.

Child Development/Early Childhood Specialization: Preschool Certificate

Gainful Employment (https://www.southtexascollege.edu/ge/Childcare-and-Development-Pre-School/index.html)

<table>
<thead>
<tr>
<th>Course Title Credit Hours</th>
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<tbody>
<tr>
<td>CDEC 1313 Curriculum Resources for Early Childhood Programs 3</td>
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<tr>
<td>TECA 1318 Wellness of the Young Child 3</td>
<td></td>
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<tr>
<td>CDEC 2307 Math and Science for Early Childhood 3</td>
<td></td>
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<tr>
<td>CDEC 2166 Capstone: Field Study Preschool 1</td>
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<tr>
<td>CDEC 2422 Child Development Associate Training II 1</td>
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<tr>
<td>Credit Hours 10-14</td>
<td></td>
</tr>
<tr>
<td>Total Credit Hours 22-30</td>
<td></td>
</tr>
</tbody>
</table>

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 a criminal background check will be required.

Child Development/Early Childhood Associate of Applied Science

<table>
<thead>
<tr>
<th>Course Title Credit Hours</th>
<th>First Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>TECA 1311 Educating Young Children 3</td>
<td></td>
</tr>
<tr>
<td>TECA 1354 Child Growth and Development 3</td>
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</tr>
<tr>
<td>CDEC 1319 Child Guidance 3</td>
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<tr>
<td>CDEC 1356 Emergent Literacy for Early Childhood 3</td>
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</tr>
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<td>Credit Hours 12-16</td>
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</table>

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 a criminal background check will be required.
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>CDEC 1359</td>
<td>Children with Special Needs</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Credit Hours</strong></td>
</tr>
<tr>
<td><strong>Second Semester</strong></td>
<td></td>
<td></td>
</tr>
<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>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Credit Hours</strong></td>
</tr>
<tr>
<td><strong>Third Semester</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CDEC 1323</td>
<td>Observation and Assessment</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Humanities Elective (p. 91)</strong></td>
</tr>
<tr>
<td>SPCH 1311</td>
<td>Introduction to Speech Communication</td>
<td>1</td>
</tr>
<tr>
<td>SPCH 1318</td>
<td>or Interpersonal Communications</td>
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<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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<td></td>
<td></td>
<td><strong>Credit Hours</strong></td>
</tr>
<tr>
<td><strong>Fourth Semester</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TECA 1303</td>
<td>Family, School, and Community</td>
<td>3</td>
</tr>
<tr>
<td>CDEC 1341</td>
<td>or CDA Preparation for Assessment</td>
<td>3</td>
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<tr>
<td>CDEC 2328</td>
<td>or Administration of Programs for Children II</td>
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</tr>
<tr>
<td>CDEC 2336</td>
<td>or Administration of Programs for Children III</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td><strong>Math and Natural Sciences Elective (p. 92)</strong></td>
</tr>
<tr>
<td>PSYC 2301</td>
<td>General Psychology</td>
<td>1</td>
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<tr>
<td>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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<tr>
<td></td>
<td></td>
<td><strong>Credit Hours</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Total Credit Hours</strong></td>
</tr>
</tbody>
</table>

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.
Communication

- Advertising/Public Relations (p. 172)
- Communication Studies (p. 173)

Advertising/Public Relations

Associate of Arts

The Associate of Arts with a field of study in Advertising/Public Relations Concentration is a focused program of study, which provides a strong undergraduate foundation in writing for all forms of media and the integration of concepts and theories necessary to promote a positive image for clients. Classes prepare students for transfer to four-year institutions and entry into careers in which competence, clarity and influence are important, such as advertising, public relations, business, health, law, entertainment industry and media. Some variation in requirements may exist at particular four-year college or universities; therefore, it is essential that students also refer to the catalog of the prospective transfer institution and consult an academic adviser.

Program courses listed on the degree plan should be taken in the suggested sequence because most program courses have prerequisites. Program course COMM 1307 Introduction to Mass Communication is offered both fall and spring semesters. Program courses COMM 2327 Introduction to Advertising and COMM 2330 Introduction to Public Relations are only offered during the fall semester. Program courses COMM 2305 Editing and Layout and COMM 2339 Writing for Radio, Television, and Film are only offered during the spring semester. Program course COMM 2389 Academic Cooperative is offered both in the fall and spring semesters, it requires the completion of an internship, and should be taken during the semester the student intends to graduate.

T SI 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>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

Complete 42 credit hours of required Core Curriculum 1,2

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. 89). 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.

Recommended Course Sequence

T SI LIABLE

### First Semester

<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>Speech Elective - Component Area Option</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>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 90)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>PHIL 2306</td>
<td>Introduction to Ethics</td>
<td>12</td>
</tr>
</tbody>
</table>

### Second Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<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</td>
<td>3</td>
</tr>
<tr>
<td>COMM 2327</td>
<td>Introduction to Advertising</td>
<td>3</td>
</tr>
<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 90)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Mathematics Elective - Core Curriculum (p. 89)</td>
<td>3-4</td>
<td></td>
</tr>
<tr>
<td>MATH 1442</td>
<td>Elementary Statistical Methods</td>
<td>3</td>
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### Third Semester

<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>
</tr>
<tr>
<td>COMM 2330</td>
<td>Introduction to Public Relations 1</td>
<td>3</td>
</tr>
<tr>
<td>COMM 2327</td>
<td>Introduction to Advertising 1</td>
<td>3</td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Creative Arts Elective - Core Curriculum (p. 90)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>DRAM 2366</td>
<td>Introduction to Cinema</td>
<td>3</td>
</tr>
</tbody>
</table>

### 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>COMM 2305</td>
<td>Editing and Layout 1</td>
<td>3</td>
</tr>
<tr>
<td>COMM 2339</td>
<td>Writing for Radio, Television, and Film 1</td>
<td>3</td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>COMM 2389</td>
<td>Academic Cooperative 1</td>
<td>3</td>
</tr>
<tr>
<td>Component Area Option - Core Curriculum (if required) (p. 91)</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

Total Credit Hours 16

Total Credit Hours 60

1 Field of Study Courses
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. Program course SPCH 2389 Academic Cooperative requires the completion of an internship 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</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPCH 1315</td>
<td>Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 1318</td>
<td>Interpersonal Communications</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 1321</td>
<td>Business and Professional Communication</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 2333</td>
<td>Discussion and Small Group Communication</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 2335</td>
<td>Argumentation and Debate</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 2389</td>
<td>Academic Cooperative</td>
<td>3</td>
</tr>
</tbody>
</table>

STC Core Curriculum - 42 Credit Hours

Complete 42 credit hours of required Core Curriculum 1, 2

<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>

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. 89). 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>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 1311</td>
<td>Introduction to Speech Communication</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1301</td>
<td>United States History I</td>
<td>3</td>
</tr>
<tr>
<td>or HIST 2327</td>
<td>or Mexican-American History I</td>
<td></td>
</tr>
<tr>
<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 90)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Recommended:</td>
<td>PHIL 2306</td>
<td>Introduction to Ethics</td>
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Second Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 1318</td>
<td>Interpersonal Communications 1</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1302</td>
<td>United States History II</td>
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</tr>
<tr>
<td>or HIST 2328</td>
<td>or Mexican-American History II</td>
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</tr>
<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 90)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Mathematics Elective - Core Curriculum (p. 89)</td>
<td>3-4</td>
<td></td>
</tr>
<tr>
<td>Recommended:</td>
<td>MATH 1442</td>
<td>Elementary Statistical Methods</td>
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Third Semester

<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>
</tr>
<tr>
<td>SPCH 1315</td>
<td>Public Speaking</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. 89)</td>
<td>4</td>
<td></td>
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<tr>
<td>Creative Arts Elective - Core Curriculum (p. 90)</td>
<td>3</td>
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<tr>
<td>Recommended:</td>
<td>DRAM 2366</td>
<td>Introduction to Cinema</td>
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Fourth 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>SPCH 1321</td>
<td>Business and Professional Communication 1</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 2335</td>
<td>Argumentation and Debate 1</td>
<td>3</td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Component Area Option - Core Curriculum (if required) (p. 91)</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

Total Credit Hours 60

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

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRIJ 1301</td>
<td>Introduction to Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 1306</td>
<td>Court Systems and Practices</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 1310</td>
<td>Fundamentals of Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 2313</td>
<td>Correctional Systems and Practices</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 2328</td>
<td>Police Systems and Practices</td>
<td>3</td>
</tr>
<tr>
<td>CRIJ 1313</td>
<td>Juvenile Justice System</td>
<td>3</td>
</tr>
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</table>

or CRIJ 2314

or CRIJ 2314

STC Core Curriculum - 42 Credit Hours

Complete 42 credit hours of required Core Curriculum 1,2

Social/Behavioral Science

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSYC 2301</td>
<td>General Psychology</td>
<td>3</td>
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<tr>
<td>SOCI 1301</td>
<td>Introductory Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOCW 2361</td>
<td>Introduction to Social Work</td>
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</table>

Language, Philosophy and Culture

<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 (Emphasis in Criminal Justice)</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credit Hours 60

1 Courses to be chosen from Field of Study

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>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Criminal Justice Elective - Field of Study</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>or HIST 1301 United States History I</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>or HIST 2327 Mexican-American History I</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ENGL 1301 Composition I</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>or CRJ 1301 Introduction to Criminal Justice</td>
<td>3</td>
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</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 United States History II</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>or Mexican-American History II</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ENGL 1302 Composition II - Rhetoric</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>GOVT 2305 Federal Government</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Criminal Justice Elective - Field of Study</td>
<td>3</td>
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Credit Hours 12

Third Semester

Component Area Option - Core Curriculum (p. 91)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
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<tr>
<td>EDUC 1300 Learning Framework</td>
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<td></td>
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<tr>
<td>PSYC 1300 Learning Framework</td>
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<td></td>
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<tr>
<td>SPCH 1311 Introduction to Speech Communication</td>
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<td></td>
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<tr>
<td>SPCH 1315 Public Speaking</td>
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<td></td>
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<tr>
<td>SPCH 1318 Interpersonal Communications</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>SPCH 1321 Business and Professional Communication</td>
<td>3</td>
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<tr>
<td>SPCH 2333 Discussion and Small Group Communication</td>
<td>3</td>
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<tr>
<td>SPCH 2335 Argumentation and Debate</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Creative Arts Elective - Core Curriculum (p. 90)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 90)</td>
<td>3</td>
<td></td>
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</table>

Strongly Recommended:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHIL 2306 Introduction to Ethics (Emphasis in Criminal Justice)</td>
<td>3</td>
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</table>

Credit Hours 9

Fourth Semester

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>Mathematics Elective - Core Curriculum (p. 89)</td>
<td>3-4</td>
<td></td>
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<tr>
<td>Recommended:</td>
<td></td>
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<tr>
<td>MATH 1414 College Algebra</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 89)</td>
<td>3</td>
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Select one of the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSYC 2301 General Psychology</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>SICI 1301 Introductory Sociology</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>SOCW 2361 Introduction to Social Work</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Criminal Justice Elective - Field of Study</td>
<td>3</td>
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Credit Hours 14

Fifth 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>GOVT 2306 Texas Government</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Criminal Justice Elective - Field of Study</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Criminal Justice Elective - Field of Study</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Component Area Option - Core Curriculum (if required) (p. 91)</td>
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</table>

Credit Hours 13

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. 89).

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.
Education

- 4-8 Generalist (p. 175)
- EC-6 Generalist (p. 177)
- Grades 8-12 (p. 179)

4-8 Generalist

Associate of Arts in Teaching

- 4-8 Generalist

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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. 89). 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

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>EDUC 1301</td>
<td>Introduction to the Teaching Profession</td>
<td>3</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>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>Recommended:</td>
<td>PHYS 1415</td>
<td>Physical Science I</td>
</tr>
<tr>
<td>Second Semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EDUC 2301</td>
<td>Introduction to Special Populations</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics Elective - Core Curriculum (p. 89)</td>
<td></td>
<td>3-4</td>
</tr>
<tr>
<td>Recommended:</td>
<td>MATH 1414</td>
<td>College Algebra</td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
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<td>4</td>
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<tr>
<td>Recommended:</td>
<td>PHYS 1417</td>
<td>Physical Science II</td>
</tr>
<tr>
<td>Third Semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Component Area Option - Core Curriculum (p. 91)</td>
<td></td>
<td>3-4</td>
</tr>
<tr>
<td>Recommended:</td>
<td>COSC 1301</td>
<td>Introduction to Computing</td>
</tr>
<tr>
<td>or</td>
<td>SPCH 1311</td>
<td>Introduction to Speech Communication</td>
</tr>
<tr>
<td>Creative Arts Elective - Core Curriculum (p. 90)</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Recommended:</td>
<td>ARTS 1301</td>
<td>Art Appreciation</td>
</tr>
<tr>
<td>HIST 1302</td>
<td>United States History II</td>
<td>3</td>
</tr>
<tr>
<td>Fourth Semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 90)</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Recommended:</td>
<td>SPAN 2313</td>
<td>Spanish for Native/Heritage Speakers I</td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Field of Study</td>
<td></td>
<td>3-4</td>
</tr>
<tr>
<td>Recommended:</td>
<td>BIOL 1408</td>
<td>Biology for Non-Science Majors I</td>
</tr>
<tr>
<td>GOVT 2305</td>
<td>Federal Government</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1350</td>
<td>Mathematics for Teachers I</td>
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<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 90)</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Credit Hours 12-13</td>
<td></td>
<td></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>MATH 1351</td>
<td>Mathematics for Teachers II</td>
<td>3</td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Field of Study</td>
<td></td>
<td>3-4</td>
</tr>
<tr>
<td>Recommended:</td>
<td>PSYC 2301</td>
<td>General Psychology</td>
</tr>
<tr>
<td>or</td>
<td>SOCI 1301</td>
<td>Introductory Sociology</td>
</tr>
<tr>
<td>BIOL 1409</td>
<td>Biology for Non-Science Majors II</td>
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</tr>
</tbody>
</table>

South Texas College 175
Component Area Option - Core Curriculum (if required) (p. 91)

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Credit Hours</td>
<td>12-13</td>
</tr>
<tr>
<td>Total Credit Hours</td>
<td>60-62</td>
</tr>
</tbody>
</table>

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### TSI LIABLE

**Field of Study - 18-20 Credit Hours**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDUC 1301</td>
<td>Introduction to the Teaching Profession</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 2301</td>
<td>Introduction to Special Populations</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1350</td>
<td>Mathematics for Teachers I</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1351</td>
<td>Mathematics for Teachers II</td>
<td>3</td>
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</table>

**Life and Physical Sciences Electives - Field of Study**

<table>
<thead>
<tr>
<th>Course</th>
<th>Field of Study</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>6-8</td>
<td>Life and Physical Sciences Electives</td>
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</table>

**STC Core Curriculum - 42 Credit Hours**

<table>
<thead>
<tr>
<th>Course</th>
<th>Field of Study</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
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<td>42</td>
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</tbody>
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Total Credit Hours

<table>
<thead>
<tr>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>60-62</td>
</tr>
</tbody>
</table>

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. 89). 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.

### Recommended Course Sequence

**First Semester**

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>EDUC 1301</td>
<td>Introduction to the Teaching Profession</td>
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<tr>
<td>HIST 1301</td>
<td>United States 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>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
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Recommended:

<table>
<thead>
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<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
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<tbody>
<tr>
<td>PHYS 1415</td>
<td>Physical Science I</td>
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**Second Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>EDUC 2301</td>
<td>Introduction to Special Populations</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
<td>3</td>
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<tr>
<td>Mathematics Elective - Core Curriculum (p. 89)</td>
<td>3-4</td>
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Recommended:

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<thead>
<tr>
<th>Course</th>
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<th>Credit Hours</th>
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<tbody>
<tr>
<td>MATH 1414</td>
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<tbody>
<tr>
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**Third Semester**

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Recommended:

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<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>COSC 1301</td>
<td>Introduction to Computing</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 1311</td>
<td>or Introduction to Speech Communication</td>
<td>3</td>
</tr>
<tr>
<td>Creative Arts Elective - Core Curriculum (p. 90)</td>
<td>3</td>
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Recommended:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>ARTS 1301</td>
<td>Art Appreciation</td>
<td>3</td>
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<tr>
<td>HIST 1302</td>
<td>United States History II</td>
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Credit Hours

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**Fourth Semester**

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<tr>
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<tbody>
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<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 90)</td>
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Recommended:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>SPAN 2313</td>
<td>Spanish for Native/Heritage Speakers I</td>
<td>3</td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Field of Study</td>
<td>3-4</td>
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Recommended:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 1408</td>
<td>Biology for Non-Science Majors I</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2305</td>
<td>Federal Government</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1350</td>
<td>Mathematics for Teachers I</td>
<td>3</td>
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Credit Hours

<table>
<thead>
<tr>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>12-13</td>
</tr>
</tbody>
</table>

**Fifth 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 1351</td>
<td>Mathematics for Teachers II</td>
<td>3</td>
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</tbody>
</table>

Social and Behavioral Sciences Elective - Core Curriculum (p. 90) | 3

Recommended:

<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>
</tr>
<tr>
<td>SOCI 1301</td>
<td>Introductory Sociology (Recommended)</td>
<td>3</td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Field of Study</td>
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<td></td>
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</tbody>
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Recommended:

<table>
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<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
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<tr>
<td>BIOL 1409</td>
<td>Biology for Non-Science Majors II</td>
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Component Area Option - Core Curriculum (if required) (p. 91) | 1

Credit Hours

<table>
<thead>
<tr>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>12-13</td>
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</tbody>
</table>

Total Credit Hours

<table>
<thead>
<tr>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>60-62</td>
</tr>
</tbody>
</table>
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Grades 8-12

Associate of Arts in Teaching

- Grades 8-12

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**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>EDUC 1301</td>
<td>Introduction to the Teaching Profession</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 2301</td>
<td>Introduction to Special Populations</td>
<td>3</td>
</tr>
<tr>
<td>Select 4 electives from their intended content area teaching field/academic discipline</td>
<td>12</td>
<td></td>
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</table>

**STC Core Curriculum - 42 Credit Hours**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete 42 credit hours of required Core Curriculum</td>
<td>42</td>
<td></td>
</tr>
</tbody>
</table>

**Total Credit Hours**

60

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**TSI LIABLE**

**Recommended Course Sequence**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDUC 1301</td>
<td>Introduction to the Teaching Profession</td>
<td>3</td>
</tr>
<tr>
<td>Component Area Option - Core Curriculum</td>
<td>3-4 (p. 91)</td>
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</table>

**Second Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>EDUC 2301</td>
<td>Introduction to Special Populations</td>
<td>3</td>
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<tr>
<td>HIST 1301</td>
<td>United States History I</td>
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<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
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**Third Semester**

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>SPAN 2313</td>
<td>Spanish for Native/Heritage Speakers I</td>
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<td>Content Area Elective - Field of Study</td>
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**Fourth Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>GOVT 2305</td>
<td>Federal Government</td>
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</tr>
<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum</td>
<td>3</td>
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<tr>
<td>Recommended:</td>
<td>PSYC 2301 General Psychology or Introductory Sociology</td>
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**Fifth Semester**

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
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<tr>
<td>Content Area Elective - Field of Study</td>
<td>3</td>
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<tr>
<td>Content Area Elective - Field of Study</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Component Area Option - Core Curriculum</td>
<td>1 (if required) (p. 91)</td>
<td></td>
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</tbody>
</table>
Kinesiology

Associate of Arts

The objective of the Kinesiology Department at South Texas College is to prepare Kinesiology Majors to continue along an educational path to meet desired goals and to seek opportunities to be advocates for healthy lifestyles. Students are encouraged to participate in a variety of activities, especially those involving new skills.

The department offers a variety of academic, distance learning, and physical activity laboratory courses in the areas of physical education pedagogy (teaching), fitness, health education, and specialized certification courses. Activity courses are designed for beginners, unless otherwise described.

The vast majority of Kinesiology lecture courses are transferable toward a B.S. degree in Kinesiology at 4-year institutions. Additionally, the department offers a diverse range of physical activity laboratory courses (individual and team sports), which fulfill the required Kinesiology physical activity credits for the Associate of Arts degree. In addition, students with disabilities participate in physical education and the Kinesiology Department in conjunction with ADA can arrange for an adapted program or advise the student concerning course selection.

Physical Activities

KINE 1100 Fitness Walking 1
KINE 1101 Fitness and Motor Development I 1
KINE 1103 Weight Training and Conditioning I 1
KINE 1104 Weight Training and Conditioning II 1
KINE 1105 Badminton 1
KINE 1107 Basketball I 1
KINE 1109 Bowling I 1
KINE 1110 Bowling II 1
KINE 1111 Flag Football I 1
KINE 1113 Golf I 1
KINE 1114 Golf II 1
KINE 1115 Karate I 1
KINE 1116 Karate II 1
KINE 1119 Racquetball I 1
KINE 1120 Racquetball II 1
KINE 1121 Soccer I 1
KINE 1123 Softball I 1
KINE 1125 Swimming I 1
KINE 1126 Swimming II 1
KINE 1127 Tennis I 1
KINE 1128 Tennis II 1
KINE 1129 Volleyball I 1
KINE 1131 Yoga and Flexibility Training 1
KINE 1132 Self Defense and Personal Safety 1
KINE 1133 Outdoor Adventure Training 1
KINE 1149 Team Sports I 1
KINE 1150 Team Sports II 1
KINE 1210 Aerobic Dance I 2
KINE 1211 Aerobic Dance II 2

Lecture Courses

KINE 1164 Introduction to Physical Fitness and Wellness 1

KINE 1301 Foundations of Kinesiology 3
KINE 1304 Personal/Community Health I 3
KINE 1306 First Aid 3
KINE 1308 Sports Officating 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

Area 1: Team Sports
Select three of the following: 3
KINE 1107 Basketball I
KINE 1111 Flag Football I
KINE 1129 Volleyball I
KINE 1123 Softball I

Area 2: Individual Sports
Select two of the following: 2
KINE 1103 Weight Training and Conditioning I
KINE 1105 Badminton
KINE 1109 Bowling I
KINE 1113 Golf I
KINE 1115 Karate I
KINE 1119 Racquetball I
KINE 1127 Tennis I

Area 3: Outdoor Education
KINE 1336 Introduction to Recreation I 3

STC Core Curriculum - 42 credit hours

Complete 42 credit hours of required Core Curriculum including the following: 1,2

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. 89).
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
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Semester</strong></td>
<td></td>
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<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>
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<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></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>
<td></td>
</tr>
<tr>
<td>KINE 1123</td>
<td>Softball I</td>
<td></td>
</tr>
<tr>
<td><strong>Second Semester</strong></td>
<td></td>
<td></td>
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<tr>
<td>KINE 1306</td>
<td>First Aid</td>
<td>3</td>
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<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>
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</tr>
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<td>GOVT 2305</td>
<td>Federal Government</td>
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<td>Kinesiology Elective Area 2 - Field of Study</td>
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<tr>
<td>KINE 1103</td>
<td>Weight Training and Conditioning I</td>
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<tr>
<td>KINE 1105</td>
<td>Badminton</td>
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</tr>
<tr>
<td>KINE 1109</td>
<td>Bowling I</td>
<td></td>
</tr>
<tr>
<td>KINE 1113</td>
<td>Golf I</td>
<td></td>
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<tr>
<td>KINE 1115</td>
<td>Karate I</td>
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<td>KINE 1119</td>
<td>Racquetball I</td>
<td></td>
</tr>
<tr>
<td>KINE 1127</td>
<td>Tennis I</td>
<td></td>
</tr>
<tr>
<td><strong>Third Semester</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Creative Arts Elective - Core Curriculum (p. 90)</td>
<td></td>
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<tr>
<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 90)</td>
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<td>Mathematics Elective - Core Curriculum (p. 89)</td>
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<tr>
<td>BIOL 2401</td>
<td>Anatomy and Physiology I</td>
<td>4</td>
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<td>KINE 1338</td>
<td>Concepts of Physical Fitness</td>
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<tr>
<td>KINE 1125</td>
<td>Swimming I</td>
<td>1</td>
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<tr>
<td>Kinesiology Elective Area 3 - Field of Study</td>
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<tr>
<td>KINE 1336</td>
<td>Introduction to Recreation I</td>
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<td>KINE 1103</td>
<td>Weight Training and Conditioning I</td>
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<td>KINE 1105</td>
<td>Badminton</td>
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<td>KINE 1113</td>
<td>Golf I</td>
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<td>KINE 1115</td>
<td>Karate I</td>
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<td>KINE 1119</td>
<td>Racquetball I</td>
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</tr>
<tr>
<td>KINE 1127</td>
<td>Tennis I</td>
<td></td>
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<tr>
<td>Kinesiology Elective Area 1 - Field of Study</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>KINE 1107</td>
<td>Basketball I</td>
<td></td>
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<tr>
<td>KINE 1111</td>
<td>Flag Football I</td>
<td></td>
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<tr>
<td>KINE 1121</td>
<td>Soccer I</td>
<td></td>
</tr>
<tr>
<td>KINE 1129</td>
<td>Volleyball I</td>
<td></td>
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<tr>
<td>KINE 1123</td>
<td>Softball I</td>
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</tr>
<tr>
<td><strong>Fifth Semester</strong></td>
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<td></td>
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<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 2402</td>
<td>Anatomy and Physiology II</td>
<td>4</td>
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<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 90)</td>
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<td>3</td>
</tr>
<tr>
<td>Kinesiology Elective Area 1 - Field of Study</td>
<td></td>
<td>1</td>
</tr>
</tbody>
</table>

1 Courses to be chosen for Field of Study

Total Credit Hours 60
Personal Trainer Certificate

The curriculum for the Personal Trainer certificate is composed of courses designed to provide the student the knowledge and skills needed to enter the workforce in the area of Commercial Fitness. These courses will allow the student the ability to provide personal training services to clients seeking to improve their fitness levels. Training strategies, program development and assessment practices are included to prepare students to be competitive in the Commercial Fitness industry. This certificate provides individuals with the most current, foundational knowledge, training, testing and competencies to certify them to practice as professional certified fitness trainers.

Taught over a two semester period, this certificate includes 19 semester hours of lecture in topics that include basic anatomy, biomechanics, nutrition, legal and safety issues, basic facility management, CPR and First Aid, as well as hands-on fitness labs that offer participants exercise prescription knowledge, fitness testing, health assessment, the use of fitness equipment, case studies, risk stratification, and mastering the art and science of personal training. In addition, students will be eligible to take a certification exam with a national organization upon completion of the certificate program.

Completion of a High School Diploma or GED is required to enroll in the FITT courses. For additional information, please contact Mr. Brent Angangan or Dr. Rebecca De Los Santos, Department Chair, in the Kinesiology Department (956) 872-3707.

Advisory Committee Members

John Quezada, Committee Chair, Army Master Fitness Trainer
Humberto Cerda, Manager, Gold’s Gym
Antonio Diaz, Manager/Personal Trainer, Gold’s Gym
Jaime Cavazos, Cavazos Sports Institute
Louie Palacios, Owner, The Shack
Yvette Garcia, Trainer, The Shack
Mike Johnson, Owner, VPR Fitness
Joe Valtierra, Trainer, VPR Fitness
Dr. Belinda Jordan, Obesity Physician,
Joel Matos, Vice President, Freedom Fitness
Cristopher Garcia Sancho, Personal Trainer, Freedom Fitness
Leroy Moreno, Physician Assistant, Family First Medical Center
Joe Pitones, Owner, 9Round Fitness
Peggy Ramon Rosales, Registered Dietician, PR Nutrition Consulting
Dr. Robert Zuniga, Chiropractor

Personal Trainer Certificate

<table>
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<tr>
<th>TSI EXEMPT</th>
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<tbody>
<tr>
<td>Course</td>
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</tr>
<tr>
<td>First Year</td>
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<tr>
<td>FITT 1401</td>
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<td>FITT 1237</td>
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<td>KINE 1306</td>
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</table>
**Political Science**

**Associate of Arts**

The Associate of Arts degree with a field of study in Political Science is designated for students planning to transfer to a baccalaureate degree program in Political Sciences or related field at four-year institutions. The curriculum includes general academic courses and electives that enable students who intend to major in Political Science, Public Affairs, or Public Administration to transfer to four-year institutions. A degree in Political Science prepares students for a wide array of career options. These include public administrator, diplomatic corps member, elected official, legislative aide, policy analyst, journalist, lawyer, lobbyist, public opinion surveyor and college professor.

**TSI LIABLE**

### Field of Study - 18-19 credit hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>GOVT 2304</td>
<td>Introduction to Political Science</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2311</td>
<td>Mexican American and Latinx Politics</td>
<td>3</td>
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<tr>
<td>GOVT 2389</td>
<td>Academic Cooperative</td>
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<tr>
<td>PHIL 2307</td>
<td>Introduction to Social and Political Philosophy</td>
<td>3</td>
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<tr>
<td>ECON 2301</td>
<td>Principles of Economics I - Macro</td>
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Elective to be chosen from one of the following classes:

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<tbody>
<tr>
<td>HIST 2321</td>
<td>World Civilizations I</td>
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<tr>
<td>HIST 2322</td>
<td>World Civilizations II</td>
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<tr>
<td>EDUC 1300</td>
<td>Learning Framework</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1442</td>
<td>Elementary Statistical Methods</td>
<td>3</td>
</tr>
</tbody>
</table>

Any SPAN, SGNL, ANTH, CRIJ, PSYC, SOCI, SOCW or SPCH course.

**STC Core Curriculum - 42 credit hours**

Complete 42 credit hours of required Core Curriculum including the following: 1

**Mathematics**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>MATH 1414</td>
<td>College Algebra</td>
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<td>MATH 1442</td>
<td>Elementary Statistical Methods</td>
<td>3</td>
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**Language, Philosophy & Culture**

<table>
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<th>Credit Hours</th>
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<tbody>
<tr>
<td>PHIL 2306</td>
<td>Introduction to Ethics</td>
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**Component Area Option**

Any SPCH course.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tr>
<td>SPCH 2335</td>
<td>Argumentation and Debate (Recommended)</td>
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Total Credit Hours 60-61

1 Courses to be chosen from Field of Study Elective.

---

### Recommended Course Sequence

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
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<td>United States History I or Mexican-American History I</td>
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<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2305</td>
<td>Federal Government</td>
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</table>

**Second Semester**

<table>
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<tr>
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<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>HIST 1302</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>MATH 1414</td>
<td>College Algebra or Elementary Statistical Methods</td>
<td>4</td>
</tr>
<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
<td>3</td>
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</tbody>
</table>

Total Credit Hours 13

**Third 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 or Mexican-American History II</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
<td>3</td>
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</table>

Total Credit Hours 13

**Fourth Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>GOVT 2304</td>
<td>Introduction to Political Science</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2311</td>
<td>Mexican American and Latinx Politics</td>
<td>3</td>
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Elective - Field of Study 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>HIST 1302</td>
<td>United States History II or Mexican-American History II</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
<td>3</td>
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</table>

Total Credit Hours 13

**Fifth Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>PHIL 2307</td>
<td>Introduction to Social and Political Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credit Hours 13

---

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. 89). These courses must not duplicate courses taken to fulfill field of study requirements.
Psychological Science

Associate of Arts

Psychology is the scientific study of the mind and behavior. The Department of Psychological Science provides students with scientific knowledge related to behavior and mental processes to include neuroscience, sensation and perception, memory, cognition, language, intelligence, consciousness, developmental psychology, personality, psychological disorders, therapy, statistics, and human sexuality. It is our department's vision to provide students with critical thinking skills, knowledge, and motivation to foster personal growth, adopt a scientific attitude, and become lifelong learners.

The Department of Psychological Science (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

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSYC 2301</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 2314</td>
<td>Lifespan Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 2317</td>
<td>Statistical Methods in Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 2319</td>
<td>Social Psychology</td>
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The student is required to take a minimum of 2 courses (6 credits) from the following list:

<table>
<thead>
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<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>PSYC 2306</td>
<td>Human Sexuality</td>
<td>3</td>
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<tr>
<td>PSYC 1300</td>
<td>Learning Framework</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 2315</td>
<td>Psychology of Adjustment</td>
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</table>

STC Core Curriculum - 42 credit hours

Complete 42 credit hours of required Core Curriculum including the following: 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHIL 1301</td>
<td>Introduction to Philosophy</td>
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</tr>
<tr>
<td>PHIL 1304</td>
<td>Introduction to World Religions</td>
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</tr>
<tr>
<td>PHIL 2303</td>
<td>Introduction to Logic</td>
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<tr>
<td>PHIL 2306</td>
<td>Introduction to Ethics</td>
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<tr>
<td>PHIL 2307</td>
<td>Introduction to Social and Political Philosophy</td>
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<tr>
<td>PHIL 2316</td>
<td>Classical Philosophy</td>
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<tr>
<td>PHIL 2321</td>
<td>Philosophy of Religion</td>
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</table>

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. 89).

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>
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<tr>
<td>HIST 1301</td>
<td>United States History I or Mexican-American History I</td>
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<td>ENGL 1301</td>
<td>Composition I</td>
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<td>PSYC 2301</td>
<td>General Psychology</td>
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<tr>
<td>Speech Elective - Component Area Option - Core Curriculum</td>
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Credit Hours

12

Second Semester

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<td>ENGL 1302</td>
<td>Composition II - Rhetoric (Psychology Elective - Field of Study)</td>
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<tr>
<td>Psychology Elective - Field of Study ¹</td>
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Credit Hours

12

Third Semester

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<tr>
<td>GOVT 2305</td>
<td>Federal Government</td>
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<tr>
<td>Mathematics Elective - Core Curriculum (p. 89)</td>
<td>3-4</td>
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<td>PSYC 2314</td>
<td>Lifespan Growth and Development</td>
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Credit Hours

9

Fourth Semester

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<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
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<td>PSYC 2317</td>
<td>Statistical Methods in Psychology</td>
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<tr>
<td>PSYC 2319</td>
<td>Social Psychology</td>
<td>3</td>
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<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
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<td>Component Area Option - Core Curriculum (if required) (p. 91)</td>
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</table>

Credit Hours

13

Total Credit Hours

60

¹ Courses to be chosen from Field of Study electives

---

184 Psychological Science
Public Administration

Public Services Assistant Certificate

The Public Service Assistant certificate program provides students with the knowledge and skills necessary for employment in entry-level positions in the public sector, including local, state and federal agencies, community agencies and non-profit organizations. Students will be able to apply their skills in the programming of local planning and community-based programs. Potential careers include:

- Administrative Services Coordinator
- Purchasing Agent
- Executive Assistant
- Support Service Aide
- Communications Supervisor
- Senior Cataloger

The program enables students to develop proficiencies in understanding and applying appropriate methodologies in problem-solving scenarios for a public service environment. Students will gain knowledge and experience in government procedures, and conduct informational interviews with clients & interdepartmental groups.

Course work for this program includes public sector management, ethics, human resources and budgeting. The program also includes a three credit hour practicum designed to give the student real-world experience related to the area of their career interest.

Public Administration Associate of Applied Science

The 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.

Advisory Committee Members

Roy Rodriguez, City Manager, McAllen, TX
Juan Guerra, City Manager, Edinburg, TX
Randy Perez, Interim City Manager, Mission, TX
Mike Perez, City Manager, Weslaco, TX
Alex Meade, City Manager, Pharr, TX
Dr. Terence M. Garrett, Chair of Public Affairs, UTRGV
Diana Almaguer, UTRGV
Nadia Ochoa, Executive Director, Palmer Drug Abuse Program

Certification

- Public Services Assistant (p. 185)

Associate’s Degree

- Public Administration Associate of Applied Science (p. 185)

Public Services Assistant Certificate

TSI EXEMPT

Course Title Credit Hours

First Year
First Semester
PBAD 1321 Public Administration 3
PBAD 1341 Governmental Agencies 3
PBAD 2305 Public Sector Management 3
PBAD 2301 Public Relations for the Public Sector 3
Credit Hours 12

Second Semester
PBAD 2335 Ethics in the Public Sector 3
PBAD 2339 Human Resource Management in the Public Sector 3
PBAD 2331 Budgeting in the Public Sector 3
PBAD 1381 Capstone: Co-op in Public Administration 3
Credit Hours 12
Total Credit Hours 24

Public Administration Associate of Applied Science

TSI LIABLE

Course Title Credit Hours

First Semester
ENGL 1301 Composition I 3
GOVT 2305 Federal Government 3
Mathematics Elective 1 3-4
Recommended: MATH 1442 Elementary Statistical Methods
Speech Elective 1 3
Recommended: SPCH 1311 Introduction to Speech Communication
PBAD 1321 Public Administration 3
Credit Hours 15-16

Second Semester
GOVT 2306 Texas Government 3
COSC 1301 Introduction to Computing 3
PHIL 2306 Introduction to Ethics 1 3
ENGL 2311 Technical and Business Writing 3
PBAD 1311 Municipal Management 3
Credit Hours 15

Third Semester
PBAD 1341 Governmental Agencies 3
PBAD 2335 Ethics in the Public Sector 3
PBAD 2331 Budgeting in the Public Sector 3

South Texas College 185
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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<tr>
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<td>Public Sector Management</td>
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<td>PBAD 2301</td>
<td>Public Relations for the Public Sector</td>
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<td><strong>Credit Hours</strong></td>
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<tr>
<td>PBAD 2311</td>
<td>Public Sector Supervision</td>
<td>3</td>
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<tr>
<td>PBAD 2347</td>
<td>Urban Planning</td>
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<tr>
<td>PBAD 2339</td>
<td>Human Resource Management in the Public Sector</td>
<td>3</td>
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<tr>
<td>PBAD 2341</td>
<td>Legal Aspects of Public Management</td>
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<td>PBAD 2380</td>
<td>Capstone: Co-op in Public Administration</td>
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<td></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**

1. **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

2. **STC Core Curriculum - 42 credit hours**
   - Complete 42 credit hours of required Core Curriculum including the following: 2,3
     - 23 credit hours from Social/Behavioral Sciences
     - 9 credit hours from Component Area Options

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. 89).
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 Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td><strong>First Semester</strong></td>
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</tr>
<tr>
<td>HIST 1301 or HIST 2327 United States History I or Mexican-American History I</td>
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</tr>
<tr>
<td>ENGL 1301 Composition I</td>
<td>3</td>
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<tr>
<td>SOCI 1306 Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>SOCW 2361 Introduction to Social Work</td>
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<tr>
<td><strong>Total Credit Hours</strong></td>
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<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td><strong>Second Semester</strong></td>
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</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>
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</tr>
<tr>
<td>PSYC 2301 General Psychology</td>
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<td>SOCI 1301 Introductory Sociology</td>
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<td><strong>Credit Hours</strong></td>
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<table>
<thead>
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<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td><strong>Third Semester</strong></td>
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<tr>
<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 90)</td>
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<tr>
<td>Creative Arts Elective - Core Curriculum (p. 90)</td>
<td>3</td>
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<tr>
<td>Component Area Option - Core Curriculum</td>
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<table>
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<tr>
<th>Course Title</th>
<th>Credit Hours</th>
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<tr>
<td><strong>Fourth Semester</strong></td>
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<tr>
<td>GOVT 2305 Federal Government</td>
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<tr>
<td>Mathematics Elective - Core Curriculum (p. 89)</td>
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<tr>
<td>Recommended MATH 1414 College Algebra</td>
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<tr>
<td>SOCI 2301 Marriage and the Family</td>
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<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
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<tr>
<td><strong>Fifth Semester</strong></td>
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</tr>
<tr>
<td>GOVT 2306 Texas Government</td>
<td>3</td>
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<tr>
<td>PSYC 2317 Statistical Methods in Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 2362 Social Welfare as a Social Institution</td>
<td>3</td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
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<tr>
<td>Component Area Option - Core Curriculum (if required) (p. 91)</td>
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<tr>
<td><strong>Credit Hours</strong></td>
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</tr>
<tr>
<td><strong>Total Credit Hours</strong></td>
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</table>
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 1

<table>
<thead>
<tr>
<th>Sociology Concentration</th>
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<tbody>
<tr>
<td>SOCI 1301 Introductory Sociology</td>
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<td>SOCI 1306 Social Problems</td>
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<tr>
<td>SOCI 2301 Marriage and the Family</td>
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<td>SOCI 2319 Minority Studies</td>
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<td>Select two of the following: 6</td>
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<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 2301 General Psychology</td>
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<td>PSYC 2314 Lifespan Growth and Development</td>
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<td>SOCW 2361 Introduction to Social Work</td>
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<td>SOCW 2362 Social Welfare as a Social Institution</td>
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</table>

STC Core Curriculum - 42 credit hours

Complete 42 credit hours of required Core Curriculum including the following: 2 3

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>HIST 1301 or HIST 2327</td>
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<td>ENGL 1301</td>
<td>Composition I</td>
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</tr>
<tr>
<td>SOCI 1301</td>
<td>Introductory Sociology</td>
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Credit Hours 12

Second Semester

<table>
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<th>Title</th>
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<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
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<td>SOCI 2319</td>
<td>Minority Studies</td>
<td>3</td>
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Credit Hours 12

Third Semester

<table>
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<td>PSYC 1300</td>
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<tr>
<td>SPCN 1311</td>
<td>Introduction to Speech Communication</td>
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</tr>
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<td>SPCN 1315</td>
<td>Public Speaking</td>
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<tr>
<td>SPCN 1318</td>
<td>Interpersonal Communications</td>
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<td>SPCN 1321</td>
<td>Business and Professional Communication</td>
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<td>SPCN 2333</td>
<td>Discussion and Small Group Communication</td>
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<td>SPCN 2335</td>
<td>Argumentation and Debate</td>
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<td>Creative Arts Elective - Core Curriculum (p. 90)</td>
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Credit Hours 9

Fourth Semester

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<tr>
<td>Mathematics Elective - Core Curriculum (p. 89)</td>
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<td>3-4</td>
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Recommended: |
| MATH 1414 | College Algebra | |
| SOCI 1306 | Social Problems | 3 |
| Life and Physical Sciences Elective - Core Curriculum (p. 89) | | 4 |

Credit Hours 14

Fifth Semester

<table>
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<td>Texas Government</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 2301</td>
<td>Marriage and the Family</td>
<td>3</td>
</tr>
<tr>
<td>Sociology Elective - Field of Study 1</td>
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</tr>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
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<tr>
<td>Component Area Option - Core Curriculum (if required) (p. 91)</td>
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Credit Hours 13

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. 89).

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>
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<tbody>
<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>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 1301</td>
<td>Introductory Sociology</td>
<td>3</td>
</tr>
<tr>
<td>Sociology Elective - Field of Study 1</td>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>

Credit Hours 12

Second Semester |
| HIST 1302 or HIST 2328 | United States History II or Mexican-American History II | 3 |
| ENGL 1302 | Composition II - Rhetoric | 3 |
| SOCI 2319 | Minority Studies | 3 |
| Social and Behavioral Sciences Elective - Core Curriculum (p. 90) | | 3 |

Credit Hours 12

Third Semester |
| Component Area Option - Core Curriculum (p. 91) | | 3 |
| Select one of the following: |
| EDUC 1300 | Learning Framework | 3 |
| PSYC 1300 | Learning Framework | 3 |
| SPCN 1311 | Introduction to Speech Communication | 3 |
| SPCN 1315 | Public Speaking | 3 |
| SPCN 1318 | Interpersonal Communications | 3 |
| SPCN 1321 | Business and Professional Communication | 3 |
| SPCN 2333 | Discussion and Small Group Communication | 3 |
| SPCN 2335 | Argumentation and Debate | 3 |
| Creative Arts Elective - Core Curriculum (p. 90) | | 3 |
| Language, Philosophy & Culture Elective - Core Curriculum (p. 90) | | 3 |

Credit Hours 9

Fourth Semester |
| GOVT 2305 | Federal Government | 3 |
| Mathematics Elective - Core Curriculum (p. 89) | | 3-4 |

Recommended: |
| MATH 1414 | College Algebra | |
| SOCI 1306 | Social Problems | 3 |
| Life and Physical Sciences Elective - Core Curriculum (p. 89) | | 4 |

Credit Hours 14

Fifth Semester |
| GOVT 2306 | Texas Government | 3 |
| SOCI 2301 | Marriage and the Family | 3 |
| Sociology Elective - Field of Study 1 | | 3 |
| Life and Physical Sciences Elective - Core Curriculum (p. 89) | | 4 |
| Component Area Option - Core Curriculum (if required) (p. 91) | | 1 |

Credit Hours 13

Total Credit Hours 60
Division of Math, Science and Bachelor Programs

Biology (p. 190)
  • Biology, Field of Study (Associate of Science) (p. 190)

Chemistry (p. 191)
  • Chemistry, Field of Study (Associate of Science) (p. 191)

Computer Science
  • Computer Information Systems, Field of Study (Associate of Science) (p. 193)
  • Computer Science, Field of Study (Associate of Science) (p. 195)

Engineering (p. 196)
  • Engineering, Field of Study (Associate of Science) (p. 196)

Interdisciplinary Studies (p. 198)
  • Interdisciplinary Studies, Field of Study (Associate of Science) (p. 198)

Mathematics (p. 199)
  • Mathematics, Field of Study (Associate of Science) (p. 199)

Physics (p. 200)
  • Physics, Field of Study (Associate of Science) (p. 200)

Pre-Pharmacy (p. 201)
  • Pre-Pharmacy, Field of Study (Associate of Science) (p. 201)

Bachelor Programs (p. 94)
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>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 1406</td>
<td>Biology for Science Majors I</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 1407</td>
<td>Biology for Science Majors II</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 2401</td>
<td>Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 2421</td>
<td>Microbiology for Science Majors</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 2423</td>
<td>Organic Chemistry I</td>
<td>4</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>Life and Physical Sciences</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 1411 General Chemistry I</td>
</tr>
<tr>
<td>CHEM 1412 General Chemistry II</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Mathematics</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 1414 College Algebra</td>
</tr>
<tr>
<td>MATH 2412 Pre-Calculus Math</td>
</tr>
<tr>
<td>MATH 2413 Calculus I (Recommended)</td>
</tr>
</tbody>
</table>

Total Credit Hours 60

### 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>Creative Arts Elective - Core Curriculum</td>
<td>3 (p. 96)</td>
<td></td>
</tr>
<tr>
<td>Mathematics Elective - Core Curriculum</td>
<td>4 (p. 89)</td>
<td></td>
</tr>
</tbody>
</table>

Select one of the following:
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 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.

TSI LIABLE

Field of Study – 18 credit hours
- Chem 1411 General Chemistry I 4
- Chem 1412 General Chemistry II 4
- Chem 2423 Organic Chemistry I 4
- Chem 2425 Organic Chemistry II 4
- Math 2414 Calculus II 4

STC Core Curriculum – 42 credit hours

Complete 42 credit hours of required Core Curriculum including the following:

Life and Physical Sciences
- Phys 1401 College Physics I and College Physics II
- or Phys 2425 University Physics I and Phys 2426 and University Physics II
- Biol 1406 Biology for Science Majors I and Biology for Science Majors II (only recommended for Pre-Med majors)

Mathematics
- Math 2413 Calculus I

Total Credit Hours 60

1 For CHEM 2423 Organic Chemistry I and CHEM 2425 Organic Chemistry II, 3 credit hours are scheduled for the field of study and 1 credit hour is scheduled to meet the general core curriculum requirements (Component Area Option).
2 In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 89).

TSI LIABLE

Recommended Course Sequence

Course Title Credit Hours

First Semester
- Creative Arts Elective - Core Curriculum (p. 90) 3
- Chem 1411 General Chemistry I 4
- English 1301 Composition I 3
- Math 2413 Calculus I 4

Second Semester
- Chem 1412 General Chemistry II 4
- English 1302 Composition II - Rhetoric 3
- Hist 1301 or Hist 2327 United States History I or Mexican-American History I 3
- Life and Physical Sciences Elective - Core Curriculum (p. 89) 4
- Select one of the following: 1
- Phys 1401 College Physics I 4
- Phys 2425 University Physics I 4
- Biol 1406 Biology for Science Majors I 4

Third Semester
- Hist 1302 or Hist 2328 United States History II or Mexican-American History II 3

Fourth Semester
- Chem 2423 Organic Chemistry I 4
- Govt 2305 Federal Government 3
- Life and Physical Sciences Elective - Core Curriculum (p. 89) 4
- Select one of the following: 1
- Phys 1402 College Physics II 4
- Phys 2426 University Physics II 4
- Biol 1407 Biology for Science Majors II 4
- Social and Behavioral Sciences Elective - Core Curriculum (p. 90) 3
- Recommended: 2
- Psych 2301 General Psychology 3

Fifth Semester
- Govt 2306 Texas Government 3
- Chem 2425 Organic Chemistry II 4
- Math 2414 Calculus II 4

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<table>
<thead>
<tr>
<th>Component Area Option - Core Curriculum (p. 91)</th>
<th>1-3 Credit Hours</th>
<th>12</th>
</tr>
</thead>
</table>

**Sixth Semester**

<table>
<thead>
<tr>
<th>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 90)</th>
<th>3 Credit Hours</th>
<th>3</th>
</tr>
</thead>
</table>

**Total Credit Hours**

1. College Physics or University Physics must be taken for a broad chemistry associate and chemical engineering majors. Pre-Med Majors are recommended to complete both the BIOL and PHYS sequences to meet program requirements and to prepare for the MCAT.

2. CHEM 2423 Organic Chemistry I and CHEM 2425 Organic Chemistry II are combined lecture and lab courses with 3 hours of each course designated as field of study and one hour allocated to the institutional component area option.
Computer Science

Computer Information Systems (p. 193)
• Computer Information Systems, Field of Study (Associate of Science)

Computer Science (p. 195)
• Computer Science, Field of Study (Associate of Science)

Computer Information Systems

Associate of Science

This program is designed for students who plan to continue with a Baccalaureate degree at South Texas College or to transfer to a four-year college or university to pursue a Baccalaureate degree in Computer 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, principles of business, and general education. 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 the lower division (first two years of college) major department requirements. Meeting the South Texas College Associate of Science degree requirements does not automatically guarantee that all four-year colleges will accept every course toward their degree plan.

It is imperative that students work closely with 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 13 percent, adding 557,100 new jobs from 2016 to 2026. Companies are struggling to find competent talent to fulfill their needs, and more workers will always be needed to satisfy the growing demand.

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 overload, 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>
<tr>
<td>ACCT 2401</td>
<td>Principles of Financial Accounting</td>
<td>4</td>
</tr>
</tbody>
</table>

STC Core Curriculum - 42 credit hours

Complete 42 credit hours of required Core Curriculum including the following:

1  For COSC 1301 Introduction to Computing, 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. 89).

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>HIST 1301 or HIST 2227</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 1301</td>
<td>Introduction to Computing 1</td>
<td>3</td>
</tr>
<tr>
<td>Select one of the following:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MATH 1414</td>
<td>College Algebra (or higher)</td>
<td></td>
</tr>
<tr>
<td>MATH 2412</td>
<td>Pre-Calculus Math</td>
<td></td>
</tr>
<tr>
<td>MATH 2413</td>
<td>Calculus I</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Credit Hours</td>
<td>13</td>
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</table>

Second Semester

Life and Physical Sciences Elective - Core Curriculum (p. 89)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 1302 or HIST 2228</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 1315</td>
<td>Introduction to Computer Programming</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Credit Hours</td>
<td>13</td>
</tr>
</tbody>
</table>

Third Semester

Creative Arts Elective - Core Curriculum (p. 90)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Language, Philosophy &amp; Culture Elective - Core Curriculum (p. 90)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>PHIL 2303</td>
<td>Introduction to Logic (Recommended)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Credit Hours</td>
<td>6</td>
</tr>
</tbody>
</table>

Fourth Semester

GOVT 2305          | Federal Government                        | 3            |
| ACCT 2401         | Principles of Financial Accounting         | 4            |

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<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>COSC 1436</td>
<td>Programming Fundamentals I</td>
<td>4</td>
</tr>
<tr>
<td><strong>Fifth Semester</strong></td>
<td><strong>Credit Hours 15</strong></td>
<td></td>
</tr>
<tr>
<td>ECON 2301</td>
<td>Principles of Economics I - Macro</td>
<td>3</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 1337</td>
<td>Programming Fundamentals II</td>
<td>3</td>
</tr>
<tr>
<td>Component Area Option - Core Curriculum (p. 91)</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

**Total Credit Hours 60**

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 with a Baccalaureate degree at South Texas College or to transfer to a four-year college or university to pursue a Baccalaureate degree in Computer Software Engineering and/or Computer Science. It is also designed to prepare students for entry-level positions in the field of computer science. The curriculum of the Computer Science degree program focuses on computer programming and general education studies. Students who wish to declare this transfer major should ask for program planning assistance from a Computer Science program advisor.

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 13 percent, adding 557,100 new jobs from 2016 to 2026. The demand for workers in these occupations will be driven by companies, government agencies, and other organizations struggling to find competent technical talent to fulfill their needs and to adopt the latest technologies. Workers in these occupations will be required to ensure cybersecurity is maintained, develop new software, and update existing network infrastructures.

Some disciplines under Computer Science include:

- Computer Programmer
- Programmer Analyst
- Software Engineers
- Computer and Information Scientist
- Computer Hardware Engineers
- Information Security Analysts

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 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 2436</td>
<td>Programming Fundamentals III</td>
<td>4</td>
</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>
</tr>
<tr>
<td>STC Core Curriculum</td>
<td>- 42 credit hours</td>
<td></td>
</tr>
</tbody>
</table>

Complete 42 credit hours of required Core Curriculum including the following: 3

Mathematics

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 2412</td>
<td>Pre-Calculus Math</td>
<td></td>
</tr>
<tr>
<td>or MATH 2413</td>
<td>Calculus I</td>
<td></td>
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</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</td>
<td>3</td>
</tr>
</tbody>
</table>

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. 89).

Recommended Course Sequence

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Semester</td>
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</tr>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
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</tr>
<tr>
<td>HIST 1301 or HIST 2327 United States History I or Mexican-American History I</td>
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</tr>
<tr>
<td>ENGL 1301 Composition I</td>
<td>3</td>
</tr>
<tr>
<td>COSC 1436 Programming Fundamentals I</td>
<td>4</td>
</tr>
<tr>
<td>Credit Hours 14</td>
<td></td>
</tr>
<tr>
<td>Second Semester</td>
<td></td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum (p. 89)</td>
<td>4</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>COSC 1337 Programming Fundamentals II</td>
<td>3</td>
</tr>
<tr>
<td>Credit Hours 13</td>
<td></td>
</tr>
<tr>
<td>Third Semester</td>
<td></td>
</tr>
<tr>
<td>Creative Arts Elective - Core Curriculum (p. 90)</td>
<td>3</td>
</tr>
<tr>
<td>Component Area Option - Core Curriculum (p. 91)</td>
<td>3</td>
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<tr>
<td>Credit Hours 6</td>
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<tr>
<td>Fourth Semester</td>
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<tr>
<td>GOVT 2305 Federal Government</td>
<td>3</td>
</tr>
<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 90)</td>
<td>3</td>
</tr>
<tr>
<td>COSC 2436 Programming Fundamentals III</td>
<td>4</td>
</tr>
<tr>
<td>MATH 2412 or MATH 2413 Pre-Calculus Math or Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>Credit Hours 14</td>
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</tr>
<tr>
<td>Fifth Semester</td>
<td></td>
</tr>
<tr>
<td>GOVT 2306 Texas Government</td>
<td>3</td>
</tr>
<tr>
<td>COSC 1320 C Programming</td>
<td>3</td>
</tr>
<tr>
<td>COSC 2425 Computer Organization</td>
<td>4</td>
</tr>
<tr>
<td>PHIL 2303 Introduction to Logic</td>
<td>3</td>
</tr>
<tr>
<td>Credit Hours 13</td>
<td></td>
</tr>
<tr>
<td>Total Credit Hours 60</td>
<td></td>
</tr>
</tbody>
</table>
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 1), 520+ (SAT II Math Level 2) or an ACT score of 25+ may also enroll directly into MATH 2413 Calculus I. Otherwise, it is recommended that students take the prerequisite MATH 2412 Pre-Calculus Math 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.

<table>
<thead>
<tr>
<th>Field of Study - 23-26 credit hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required for All Engineering Students (14 Credits)</td>
</tr>
<tr>
<td>ENGR 1201 Introduction to Engineering</td>
</tr>
<tr>
<td>MATH 2414 Calculus II</td>
</tr>
<tr>
<td>MATH 2415 Calculus III</td>
</tr>
<tr>
<td>CHEM 1409 General Chemistry for Engineering Majors</td>
</tr>
</tbody>
</table>

Tracks

Select one of the following tracks:

- 9-12 General/Mechanical/Manufacturing Track (9 Credits)
  - ENGR 1304 Engineering Graphics
  - ENGR 2301 Engineering Mechanics - Statics
  - ENGR 2302 Engineering Mechanics - Dynamics

Civil Engineering Track (10 Credits)
- GEOL 1403 Physical Geology
- ENGR 2301 Engineering Mechanics - Statics
- ENGR 2302 Engineering Mechanics - Dynamics

Electrical Engineering Track (11 Credits)
- COSC 1436 Programming Fundamentals I
- ENGR 2406 Introduction to Digital Systems
- ENGR 2303 Engineering Mechanics - Statics and Dynamics

Computer Engineering Track (12 Credits)
- COSC 1436 Programming Fundamentals I
- COSC 2425 Computer Organization
- ENGR 2406 Introduction to Digital Systems

Chemical/Environmental Petroleum Engineering Track (11 Credits)

Take all of these:
- CHEM 1412 General Chemistry II
- ENGR 2303 Engineering Mechanics - Statics and Dynamics

Select one of the following:
- CHEM 2425 Organic Chemistry II (Chemical Engineering)
- BIOL 1406 Biology for Science Majors I (Environmental Engineering)
- GEOL 1403 Physical Geology (Petroleum Engineering)

STC Core Curriculum - 37 credit hours

Complete 37 credit hours of required Core Curriculum including the following: 2

<table>
<thead>
<tr>
<th>Mathematics</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 2413 Calculus I</td>
</tr>
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<table>
<thead>
<tr>
<th>Life and Physical Sciences</th>
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</thead>
<tbody>
<tr>
<td>PHYS 2425 University Physics I</td>
</tr>
<tr>
<td>PHYS 2426 University Physics II</td>
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</table>

<table>
<thead>
<tr>
<th>Core Component Area Option</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGR 2405 Electrical Circuits I or CHEM 2423 Organic Chemistry I</td>
</tr>
</tbody>
</table>

196 Engineering
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:

**Social and Behavioral Sciences Elective**
- Recommended: ECON 2301 Principles of Economics I - Macro

**Language, Philosophy & Culture**
- Recommended: PHIL 2306 Introduction to Ethics

**Recommended Course Sequence**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TSI LIABLE</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>First Semester</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGR 1201</td>
<td>Introduction to Engineering</td>
<td>2</td>
</tr>
<tr>
<td>Creative Arts Elective - Core Curriculum (p. 90)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
</tr>
<tr>
<td>MATH 2413</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 1409</td>
<td>General Chemistry for Engineering Majors</td>
<td>4</td>
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<tr>
<td><strong>Credit Hours</strong></td>
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<td>16</td>
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<tr>
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</tr>
<tr>
<td>ENGL 1302</td>
<td>Composition II - Rhetoric</td>
<td>3</td>
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<tr>
<td>HIST 1301 or HIST 2327</td>
<td>United States History I or Mexican-American History I</td>
<td>3</td>
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<tr>
<td>PHYS 2425</td>
<td>University Physics I</td>
<td>4</td>
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<tr>
<td>MATH 2414</td>
<td>Calculus II</td>
<td>4</td>
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<td><strong>Credit Hours</strong></td>
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<tr>
<td><strong>Third Semester</strong></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><strong>Credit Hours</strong></td>
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<td><strong>Fourth Semester</strong></td>
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<tr>
<td>Engineering Elective</td>
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<td>3-4</td>
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<td>University Physics II</td>
<td>4</td>
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<tr>
<td>GOVT 2305</td>
<td>Federal Government</td>
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<tr>
<td>MATH 2415</td>
<td>Calculus III</td>
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<td>14-15</td>
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<tr>
<td><strong>Fifth Semester</strong></td>
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<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
<td>3</td>
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<tr>
<td>Engineering Elective</td>
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<td>3-4</td>
</tr>
<tr>
<td>Engineering Elective</td>
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<td>3-4</td>
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<tr>
<td>Select one of the following:</td>
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<td>ENGR 2405</td>
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<td>CHEM 2423</td>
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<td>MATH 2420</td>
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<td><strong>Credit Hours</strong></td>
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<tr>
<td><strong>Total Credit Hours</strong></td>
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<td>60-63</td>
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</tbody>
</table>
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

STC Core Curriculum - 42 credit hours
Complete 42 credit hours of required Core Curriculum

Mathematics
- MATH 1414 College Algebra
- MATH 1442 Elementary Statistical Methods
- MATH 2412 Pre-Calculus Math
- MATH 2413 Calculus I

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. 89). 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>
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<tbody>
<tr>
<td>First Semester</td>
<td>Creative Arts Elective - Core Curriculum</td>
<td>3 (p. 96)</td>
</tr>
<tr>
<td>MATH 1414</td>
<td>College Algebra</td>
<td>4</td>
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<tr>
<td>or MATH 1442</td>
<td>or Elementary Statistical Methods</td>
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</tr>
<tr>
<td>or MATH 2412</td>
<td>or Pre-Calculus Math</td>
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<tr>
<td>or MATH 2413</td>
<td>or Calculus I</td>
<td></td>
</tr>
<tr>
<td>ENGL 1301</td>
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| Second Semester | | |
| ENGL 1302 | Composition II - Rhetoric | 3 |
| HIST 1301 | United States History I | 3 |
| or HIST 2327 | or Mexican-American History | |
| Life and Physical Sciences Elective - Core Curriculum (p. 89) | | 4 |
| Math/Science - Field of Study | | 4 |
| Credit Hours | | 14 |

Summer Session I
- HIST 1302 United States History II or HIST 2328 Mexican-American History II 3

Credit Hours 3

Third Semester
- Math/Science - Field of Study 4
- Life and Physical Sciences Elective - Core Curriculum (p. 89) 4
- GOVT 2305 Federal Government 3
- Social and Behavioral Sciences Elective - Core Curriculum (p. 90) 3

Credit Hours 14

Fourth Semester
- GOVT 2306 Texas Government 3
- Math/Science - Field of Study 4
- Math/Science - Field of Study 3 4
- Component Area Option - Core Curriculum (p. 91) 1-3

Credit Hours 12-14

Summer Session II
- Language, Philosophy & Culture Elective - Core Curriculum (p. 90) 3

Credit Hours 3

Total Credit Hours 60-62

1 For the last Math/Science Field of Study course, 2 credits are scheduled for the field of the study and 2 credits are scheduled to meet the Component Area Option - Core Curriculum.
Mathematics

Associate of Science

The Associate of Science degree with a field of study in Mathematics offers students the opportunity to take a core curriculum of general education with an emphasis in Mathematics. Mathematics majors learn foundational mathematical skills that can be applied in various professions, especially the traditional sciences. The Associate Degree of Science in Mathematics serves as a two-year transferable block to a four-year university for a Mathematics minor or Bachelor of Science in Mathematics. Many potential career opportunities exist for Mathematics majors, including careers in actuarial sciences, aerospace, business, economics & finance, engineering, insurance, medical sciences, education, computer science, and the physical sciences. Potential careers include:

- Actuary
- Data Analyst
- Data Scientist
- Forecast Analyst
- Game Designer
- Researcher
- Statistician
- Sales Analyst
- Consultant
- Systems Analyst
- Logistics
- Investment Analytics
- Educator
- Operations Research
- Computer Programming & Development

TSI LIABLE

Field of Study - 18-19 credit hours

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>MATH 2305 or MATH 1442</td>
<td>3 or 4</td>
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<td>MATH 2414</td>
<td>4</td>
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<td>MATH 2415</td>
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<tr>
<td>MATH 2418</td>
<td>4</td>
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<tr>
<td>MATH 2420</td>
<td>4</td>
</tr>
<tr>
<td>STC Core Curriculum - 42 credit hours</td>
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<tr>
<td>Complete 42 credit hours of required Core Curriculum including the following: 2</td>
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<tr>
<td>Mathematics</td>
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<tr>
<td>MATH 2413</td>
<td>Calculus I</td>
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<td>Life and Physical Sciences</td>
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<tr>
<td>CHEM 1411</td>
<td>General Chemistry I</td>
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<tr>
<td>CHEM 1412</td>
<td>General Chemistry II</td>
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<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 2401</td>
<td>Anatomy and Physiology I</td>
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<td>BIOL 2402</td>
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<td>PHYS 1401</td>
<td>College Physics I</td>
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<td>PHYS 1402</td>
<td>College Physics II</td>
</tr>
<tr>
<td>PHYS 2425</td>
<td>University Physics I</td>
</tr>
<tr>
<td>PHYS 2426</td>
<td>University Physics II</td>
</tr>
</tbody>
</table>

Total Credit Hours 60-61

1 For MATH 2418 Linear Algebra, 3 hours are scheduled for the field of study and 1 hour is scheduled to meet the general core education requirement for the Component Area Option.

2 In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 99).

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>Creative Arts Elective - Core Curriculum</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
</tr>
<tr>
<td>MATH 2413</td>
<td>Calculus I</td>
<td>4</td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum</td>
<td></td>
<td>4</td>
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<tr>
<td></td>
<td></td>
<td>14</td>
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<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>HIST 1301 or HIST 2327</td>
<td>United States History I</td>
<td>3</td>
</tr>
<tr>
<td>or Mexican-American History I</td>
<td></td>
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</tr>
<tr>
<td>MATH 2414</td>
<td>Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>Life and Physical Sciences Elective - Core Curriculum</td>
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<td></td>
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<td>14</td>
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<tr>
<td>Summer Session I</td>
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<td></td>
</tr>
<tr>
<td>HIST 1302 or HIST 2328</td>
<td>United States History II</td>
<td>3</td>
</tr>
<tr>
<td>or Mexican-American History II</td>
<td></td>
<td></td>
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<tr>
<td>Language, Philosophy &amp; Culture Elective - Core Curriculum</td>
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<td></td>
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<td>Third Semester</td>
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<tr>
<td>MATH 2415</td>
<td>Calculus III</td>
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</tr>
<tr>
<td>GOVT 2305</td>
<td>Federal Government</td>
<td>3</td>
</tr>
<tr>
<td>MATH 2305 or MATH 1442</td>
<td>Discrete Mathematics or Elementary Statistical Methods</td>
<td>3 or 4</td>
</tr>
<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum</td>
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<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>13-14</td>
</tr>
<tr>
<td>Fourth Semester</td>
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<td></td>
</tr>
<tr>
<td>GOVT 2306</td>
<td>Texas Government</td>
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</tr>
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<td>MATH 2418</td>
<td>Linear Algebra 2</td>
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<td>MATH 2420</td>
<td>Differential Equations</td>
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<td>Component Area Option - Core Curriculum</td>
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<td>13</td>
</tr>
<tr>
<td>Total Credit Hours</td>
<td></td>
<td>60-61</td>
</tr>
</tbody>
</table>

1 Mathematics majors must choose from CHEM 1411 General Chemistry I & CHEM 1412 General Chemistry II, BIOL 1406 Biology for Science Majors I & BIOL 1407 Biology for Science Majors II, BIOL 2401 Anatomy and Physiology I & BIOL 2402 Anatomy and Physiology II, PHYS 1401 College Physics I & PHYS 1402 College Physics II, or PHYS 2425 University Physics I & PHYS 2426 University Physics II to fulfill the Life and Physical Sciences component of the Core Curriculum.

2 For MATH 2418 Linear Algebra, 3 hours are scheduled for the field of study and 1 hour is scheduled to meet the general core education requirement for the Component Area Option.
The Associate of Science degree 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 (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 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 a TSI LIABLE score of 500+ or a Math ACT of 25-27, SAT II Math Level I scores of 520-559, or SAT II Math Level 2 scores of 500-519, may take MATH 2413 Calculus I. Students with SAT evidence 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 a TSI LIABLE score of 500+ or a Math ACT of 25-27, SAT II Math Level I scores of 520-559, or SAT II Math Level 2 scores of 500-519, may take MATH 2413 Calculus I. Students with SAT evidence 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 a TSI LIABLE score of 500+ or a Math ACT of 25-27, SAT II Math Level I scores of 520-559, or SAT II Math Level 2 scores of 500-519, may take MATH 2413 Calculus I. Students with SAT evidence 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 a TSI LIABLE score of 500+ or a Math ACT of 25-27, SAT II Math Level I scores of 520-559, or SAT II Math Level 2 scores of 500-519, may take MATH 2413 Calculus I. Students with SAT evidence 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.

**Recommended Course Sequence**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Semester</td>
<td>Credit Hours</td>
</tr>
<tr>
<td>MATH 2413 Calculus I</td>
<td>4</td>
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<tr>
<td>COSC 1436 Programming Fundamentals</td>
<td>4</td>
</tr>
<tr>
<td>ENGL 1301 Composition I</td>
<td>3</td>
</tr>
<tr>
<td>Creative Arts Elective - Core Curriculum (p. 90)</td>
<td>3</td>
</tr>
<tr>
<td>Total Credit Hours</td>
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<tr>
<td>Second Semester</td>
<td>Credit Hours</td>
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<tr>
<td>ENGL 1302 Composition II - Rhetoric</td>
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<td>Third Semester</td>
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<td>HIST 1302 United States History II or HIST 2328 Mexican-American History II</td>
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<td>CHEM 1412 General Chemistry II</td>
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<td>GOVT 2305 Federal Government</td>
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<tr>
<td>Social and Behavioral Sciences Elective - Core Curriculum (p. 90)</td>
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<tr>
<td>Recommended: PSYC 2301 General Psychology</td>
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<td>Fifth Semester</td>
<td>Credit Hours</td>
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<td>MATH 2415 Calculus III</td>
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<td>Total Credit Hours</td>
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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 1 4

**STC Core Curriculum - 42 credit hours**

Complete 42 credit hours of required Core Curriculum including the following:

**Life and Physical Sciences**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credit Hours</th>
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<tr>
<td>CHEM 1411 General Chemistry I</td>
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<tr>
<td>CHEM 1412 General Chemistry II</td>
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**Mathematics**

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<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>MATH 2413 Calculus I</td>
<td>3</td>
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</tbody>
</table>

Total Credit Hours 60

1. COSC 1436 Programming Fundamentals I is scheduled for 2 hours of field of study and 2 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. 89).

3. For students to directly enroll into MATH 2413 Calculus I, they must earn 375+ on the TSI and successfully complete an exam administered by the MATH department or earn a 100 on the college-level mathematics ACCUPLACER.

**TSI LIABLE**

**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 1 4

**STC Core Curriculum - 42 credit hours**

Complete 42 credit hours of required Core Curriculum including the following:
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 Admissions 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.

TSI LIABLE
Field of Study - 18 credit hours
CHEM 1411 General Chemistry I 4
CHEM 1412 General Chemistry II 4
CHEM 2423 Organic Chemistry I 4
CHEM 2425 Organic Chemistry II 4
BIOL 2421 Microbiology for Science Majors I 4

STC Core Curriculum - 42 credit hours
Complete 42 credit hours of required Core Curriculum including the following:

Component Area Option
BIOL 2421 Microbiology for Science Majors I 4

Mathematics
MATH 2413 Calculus I 3

Life and Physical Sciences

Total Credit Hours 60

1 For BIOL 2421 Microbiology for Science Majors, 2 credit hours are scheduled for field of study and 2 credit hours are scheduled to meet the general core education requirements (Component Area Option).

2 In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 89). These courses must not duplicate courses taken to fulfill field of study requirements.

3 For students to directly enroll in MATH 2413 Calculus I, they must earn 375+ on the TSI and successfully complete and exam administered by the MATH department or earn a 100 on the college-level Mathematics ACCUPLACER.

TSI LIABLE
Recommended Course Sequence
Course Title Credit Hours

First Semester
Creative Arts Elective - Core Curriculum (p. 90) 3
CHEM 1411 General Chemistry I 4
ENGL 1301 Composition I 3
MATH 2413 Calculus I 4
Credit Hours 14

Second Semester
BIOL 1406 Biology for Science Majors I 4
CHEM 1412 General Chemistry II 4
HIST 1301 United States History I or HIST 2327 Mexican-American History I 3
ENGL 1302 Composition I - Rhetoric 3
Credit Hours 14

Summer Session I
HIST 1302 or HIST 2328 United States History II or Mexican-American History II 3
Credit Hours 3

Third Semester
CHEM 2423 Organic Chemistry I 4
BIOL 1407 Biology for Science Majors I 4
GOVT 2305 Federal Government 3
Social and Behavioral Sciences Elective - Core Curriculum (p. 90) 3
Recommended:
PSYC 2301 General Psychology 4
Credit Hours 14

Fourth Semester
CHEM 2425 Organic Chemistry II 4
BIOL 2421 Microbiology for Science Majors I 4
GOVT 2306 Texas Government 3
Component Area Option - Core Curriculum (p. 91) 1-3
Credit Hours 12-14

Summer Session II
Select one of the following:
ENGL 2321 British Literature 3
ENGL 2326 American Literature 3
South Texas College
ENGL 2331  World Literature  
Credit Hours 3  
Total Credit Hours 60-62

1 For BIOL 2421 Microbiology for Science Majors 2 credit hours are scheduled for field of study and 2 credit hours are scheduled to meet the general core education requirements (Component Area Option).

Additional Courses Recommended to Satisfy Pharmacy School Prerequisites
Recommended by end of Fall Semester Second Year:

Non-Curriculum Courses

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<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>MATH 1442</td>
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<tr>
<td>BIOL 2416</td>
<td>Genetics</td>
<td>4</td>
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<tr>
<td>PHYS 1401</td>
<td>College Physics I</td>
<td>4</td>
</tr>
<tr>
<td>or PHYS 2425</td>
<td>University Physics I</td>
<td></td>
</tr>
<tr>
<td>SPCH 1315</td>
<td>Public Speaking</td>
<td>3</td>
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</table>

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. 224)
- EMT-Basic (Certificate) (p. 224)
- EMT-Advanced (Certificate) (p. 225)
- EMT-Paramedic (Certificate) (p. 224)
- EMT-Paramedic (Associate of Applied Science) (p. 224)

Health and Medical Administrative Services
(p. 227)
- Electronic Health Record Specialist (Certificate) (p. 227)
- Medical Coding Specialist (Certificate) (p. 227)
- Medical Information/Transcription Specialist (Certificate) (p. 227)
- Health Information Technology (Associate of Applied Science) (p. 227)

Medical Assistant Technology
(p. 230)
- Medical Assistant Technology (Certificate) (p. 230)
- Medical Office Specialist (Certificate) (p. 230)
- Medical Assistant Technology (Associate of Applied Science) (p. 230)

Patient Care Assistant
(p. 232)
- Patient Care Assistant (Certificate) (p. 232)

Pharmacy Technology
(p. 233)
- Pharmacy Technology (Associate of Applied Science) (p. 233)

Selectives - Competitive Entry

The following Selective Programs have a competitive entry selection process based on a competitive point system.

Associate Degree Nursing
(p. 205)
- Associate Degree Nursing (Associate of Applied Science) (p. 205)
  - FALL ADMISSION (p. 206)
  - SPRING ADMISSION (p. 206)
- Associate Degree Nursing: LVN-RN Transition Option (Associate of Applied Science)
  - SUMMER ADMISSION (p. 207)
  - SPRING ADMISSION (p. 207)
- Associate Degree Nursing: EMT Paramedic to RN Track (Associate of Applied Science) (p. 208)

Diagnostic Imaging
(p. 210)
- Radiologic Technology (Associate of Applied Science) (p. 210)
- Diagnostic Medical Sonography (Associate of Applied Science) (p. 211)
- Diagnostic Medical Sonography (Advanced Technical Certificate) (p. 211)

Occupational Therapy Assistant
(p. 215)
- Occupational Therapy Assistant (Associate of Applied Science) (p. 215)

Physical Therapist Assistant
(p. 217)
- Physical Therapist Assistant (Associate of Applied Science) (p. 217)

Respiratory Therapy
(p. 219)
- Respiratory Therapy (Associate of Applied Science) (p. 219)

Vocational Nursing
(p. 221)
- Vocational Nursing (Certificate) (p. 221)
  - FALL ADMISSION (p. 221)
  - SPRING ADMISSION (p. 221)

Diagnostic Imaging
(p. 210)
- Radiologic Technology (Associate of Applied Science) (p. 210)
- Diagnostic Medical Sonography (Associate of Applied Science) (p. 211)
- Diagnostic Medical Sonography (Advanced Technical Certificate) (p. 211)

Occupational Therapy Assistant
(p. 215)
- Occupational Therapy Assistant (Associate of Applied Science) (p. 215)

Physical Therapist Assistant
(p. 217)
- Physical Therapist Assistant (Associate of Applied Science) (p. 217)

Respiratory Therapy
(p. 219)
- Respiratory Therapy (Associate of Applied Science) (p. 219)

Vocational Nursing
(p. 221)
- Vocational Nursing (Certificate) (p. 221)
  - FALL ADMISSION (p. 221)
  - SPRING ADMISSION (p. 221)
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. 205)
- Associate Degree Nursing (Associate of Applied Science) (p. 205)
  - FALL ADMISSION (p. 206)
  - SPRING ADMISSION (p. 206)
- Associate Degree Nursing: LVN-RN Transition Option (Associate of Applied Science)
  - SUMMER ADMISSION (p. 207)
  - SPRING ADMISSION (p. 207)
- Associate Degree Nursing: EMT Paramedic to RN Track (Associate of Applied Science) (p. 208)

Occupational Therapy Assistant (p. 215)
- Occupational Therapy Assistant (Associate of Applied Science) (p. 215)

Physical Therapist Assistant (p. 217)
- Physical Therapist Assistant (Associate of Applied Science) (p. 217)

Radiologic Technology (p. 210)
- Radiologic Technology (Associate of Applied Science) (p. 210)
- Diagnostic Medical Sonography (Associate of Applied Science) (p. 211)
- Diagnostic Medical Sonography (Advanced Technical Certificate) (p. 211)

Respiratory Therapy (p. 219)
- Respiratory Therapy (Associate of Applied Science) (p. 219)

Vocational Nursing (p. 221)
- Vocational Nursing (Certificate) (p. 221)
  - FALL ADMISSION (p. 221)
  - SPRING ADMISSION (p. 221)
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 HESI Admission Assessment (A2) exam test 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 Degree Nursing Program website.

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/.

NOTE: A new applicant pool is established for each admission period. All students interested in the program who are not granted admission (qualified and/or nonqualified) must reapply each semester if they wish to be considered for enrollment. Applications will be submitted after meeting with Student Advisor.

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 Degree 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." 

Licensures 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 Boards 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
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.

Advisory Committee Members

Chair, Pamela Bond, RN, MBA, Education Director, Rio Grande Regional Hospital
Elma Lopez, RN, Starr County Memorial Hospital
Katherine Dassler, 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 Valadare, Administrator, Presidente Home Care

- Associate Degree Nursing (p. 206) Associate of Applied Science - Fall Admission
- Associate Degree Nursing (p. 206) Associate of Applied Science - Spring Admission
- Associate Degree Nursing (p. 207) LVN/RN Transition Option Associate of Applied Science - Summer Admission
- Associate Degree Nursing (p. 207) LVN/RN Transition Option Associate of Applied Science - Spring Admission
- Associate Degree Nursing (p. 208) EMT Paramedic to RN Track Associate of Applied Science - Fall Admission

#### Associate Degree Nursing Associate of Applied Science - Fall Admission

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<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
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<tr>
<td>BIOL 2401</td>
<td>Anatomy and Physiology</td>
<td>4</td>
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<tr>
<td>BIOL 2402</td>
<td>Anatomy and Physiology II</td>
<td>4</td>
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<tr>
<td>RNSG 1209</td>
<td>Introduction to Nursing</td>
<td>2</td>
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<tr>
<td>RNSG 1301</td>
<td>Pharmacology</td>
<td>3</td>
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<tr>
<td>RNSG 1513</td>
<td>Foundations for Nursing Practice</td>
<td>5</td>
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<tr>
<td>RNSG 1205</td>
<td>Nursing Skills I</td>
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#### First Semester

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<td>RNSG 1209</td>
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<td>RNSG 1301</td>
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<td>RNSG 1205</td>
<td>Nursing Skills I</td>
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<td>RNSG 1262</td>
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<tr>
<td>RNSG 1144</td>
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<tr>
<td>RNSG 1341</td>
<td>Common Concepts of Adult Health</td>
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<table>
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<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>RNSG 2161</td>
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<tr>
<td>RNSG 2213</td>
<td>Mental Health Nursing</td>
<td>2</td>
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<td>RNSG 2162</td>
<td>Mental Health Nursing (8 weeks)</td>
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<tr>
<td>PSYC 2301</td>
<td>General Psychology 2</td>
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#### Credit Hours 11

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<tbody>
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<td>RNSG 1412</td>
<td>Nursing Care of the Childbearing and Childrearing Family</td>
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<tr>
<td>RNSG 2260</td>
<td>Clinical - Pediatrics/ Maternal/Infant (8 weeks)</td>
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<td>RNSG 1343</td>
<td>Complex Concepts of Adult Health</td>
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<tr>
<td>RNSG 2361</td>
<td>Clinical - Complex Medical Surgical (8 weeks)</td>
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#### Credit Hours 12

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<td>3</td>
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<tr>
<td>RNSG 2163</td>
<td>Clinical IV (12 weeks)</td>
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</tr>
<tr>
<td>RNSG 2221</td>
<td>Professional Nursing: Leadership and Management</td>
<td>2</td>
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<tr>
<td>RNSG 2363</td>
<td>Clinical V (4 weeks)</td>
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#### Credit Hours 12

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<tr>
<td>BIOL 2401</td>
<td>Anatomy and Physiology I</td>
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<tr>
<td>BIOL 2402</td>
<td>Anatomy and Physiology II</td>
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<tr>
<td>RNSG 1209</td>
<td>Introduction to Nursing 3</td>
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</table>

#### Total Credit Hours 60

1 May substitute ENGL 1302 Composition II - Rhetoric.
2 Identifies courses to fulfill minimum 15 credit hour General Education requirement
3 Admission Assessment Exam (A2 test) composite scores of 75% or better in Math, Science and English required prior to registration for RNSG 1209 Introduction to Nursing.

#### Associate Degree Nursing Associate of Applied Science - Spring Admission

<table>
<thead>
<tr>
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<tr>
<td>ENGL 1301</td>
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<td>Anatomy and Physiology I</td>
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<td>RNSG 1209</td>
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<thead>
<tr>
<th>Course</th>
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<th>Credit Hours</th>
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<tbody>
<tr>
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<tr>
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<td>Foundations for Nursing Practice</td>
<td>5</td>
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<tr>
<td>RNSG 1205</td>
<td>Nursing Skills I</td>
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<td>RNSG 1262</td>
<td>Clinical I</td>
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#### Credit Hours 13

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<tbody>
<tr>
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<td>RNSG 1341</td>
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<td>RNSG 2161</td>
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<tr>
<td>RNSG 2213</td>
<td>Mental Health Nursing</td>
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<tr>
<td>RNSG 2162</td>
<td>Clinical - Mental Health (8 weeks)</td>
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<tr>
<td>PSYC 2301</td>
<td>General Psychology 2</td>
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<tr>
<td>RNSG 1412</td>
<td>Nursing Care of the Childbearing and Childrearing Family</td>
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#### Associate Degree Nursing
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. 91) 2 3
RNSG 2331 Advanced Concepts of Adult Health 3
RNSG 2163 Clinical IV (12 weeks) 1
RNSG 2221 Professional Nursing: Leadership and Management 2
RNSG 2363 Clinical V (4 weeks) 3
Credit Hours 12
Total Credit Hours 60

1 May substitute ENGL 1302 Composition II - Rhetoric.
2 Identifies courses to fulfill minimum 15 credit hour General Education requirement
3 Admission Assessment Exam (A2 test) composite scores of 75% or better in Math, Science and English required prior to registration for RNSG 1209 Introduction to Nursing.

Associate Degree Nursing LVN/RN Transition Option
Associate of Applied Science - Summer Admission

TSI LIABLE

Designed for the individual who is a licensed vocational nurse and who is interested in pursuing the Registered Nurse degree. Students who complete the LVN program must apply for acceptance to the Associate Degree Nursing program in order to be admitted as a student. Prospective Associate Degree Nursing students must meet all application requirements before being eligible to apply to the program. Meeting the specific application requirements is not a guarantee of program acceptance. This Selective program has a competitive entry selection process based on a competitive point system. A full description of the competitive entry point system is published in the Prospective Student Guide on the Associate Degree Nursing Program website.

Course Title Credit Hours
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
RNSG 1301 Pharmacology 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 2250 Clinical - Pediatrics/ Maternal/Infant 2
RNSG 1343 Complex Concepts of Adult Health 3
Credit Hours 12

Third Semester

Humanities Elective (p. 91) 2 3
RNSG 2331 Advanced Concepts of Adult Health 3
RNSG 2163 Clinical IV (12 weeks) 1
RNSG 2221 Professional Nursing: Leadership and Management 2
RNSG 2363 Clinical V (4 weeks) 3
Credit Hours 12
Total Credit Hours 60

1 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 Degree 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

South Texas College 207
Vocational Nursing Hours (Electives) ³ 10 Credit Hours

First Semester

RNSG 1417 Concepts of Professional Nursing Practice I for Articulating Students 4 Credit Hours
RNSG 1140 Professional Nursing Skills for Articulating Students 1
RNSG 1162 Transition Clinical (8 weeks) 1 Credit Hours
RNSG 2213 Mental Health Nursing 2
RNSG 2162 Clinical - Mental Health (8 weeks) 1
RNSG 1301 Pharmacology 3
PSYC 2301 General Psychology 1 3 Credit Hours 15

Second Semester

RNSG 2361 Clinical - Complex Medical Surgical (8 weeks) 3
RNSG 1412 Nursing Care of the Childbearing and Childrearing Family 4
RNSG 2260 Clinical - Pediatrics/ Maternal/Infant (8 weeks) 2
RNSG 1343 Complex Concepts of Adult Health 3 Credit Hours 12

Third Semester

Humanities Elective (p. 91) ³ 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

³ 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

EMT Paramedic to RN Track

Associate of Applied Science - Fall Admission

TSI LIABLE

Designed for the individual who is a licensed Emergency Medical Technology (formally Paramedic) under either Texas or National Registry, and who is interested in pursuing the Registered Nurse degree. Students who complete the EMT-Paramedic program must apply for acceptance to the Associate Degree Nursing program.

Prospective Associate Degree Nursing students must meet all application requirements before being eligible to apply to the program. Meeting the specific application requirements is not a guarantee of program acceptance. This Selective Program has a competitive entry selection process based on a competitive point system. A full description of the competitive entry point system is published in the Prospective Student Guide on the Associate Degree Nursing Program website.

Course Pre-requisite Semester

Biol 2401 Anatomy and Physiology I ³ 1 4 Credit Hours
Biol 2402 Anatomy and Physiology II ³ 1 4
ENGL 1301 Composition I ² 3
Paramedic 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
RNSG 1301 Pharmacology 3
PSYC 2301 General Psychology 1 3 Credit Hours 15

Second 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

Credit Hours 12

Third Semester

Humanities Elective (p. 91) ³ 3
RNSG 2331 Advanced Concepts of Adult Health 3
RNSG 2163 Clinical IV (12 weeks) 1
RNSG 2221 Professional Nursing: Leadership and Management 2
RNSG 2363 Clinical V (4 weeks) 3 Credit Hours 12

Total Credit Hours 60

¹ Identifies courses to fulfill minimum 15 credit hour General Education requirement
² May substitute ENGL 1302 Composition II - Rhetoric

³ Paramedic Nursing Hours (Electives)

Upon successful completion of RNSG 1417 Concepts of Professional Nursing Practice I for Articulating Students, RNSG 1140 Professional Nursing Skills for Articulating Students and RNSG 1162 Transition Clinical, an escrow of 10 credit hours will be given for the following courses:

RNSG 1513 Foundations for Nursing Practice 5
RNSG 1205 Nursing Skills I 2
RNSG 1144 Nursing Skills II 1
<table>
<thead>
<tr>
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<th>Title</th>
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<tbody>
<tr>
<td>RNSG 1262</td>
<td>Clinical I</td>
<td>2</td>
</tr>
</tbody>
</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 utilizing ionizing radiation, such as x-ray examinations, fluoroscopic studies, and portable radiography. They are responsible for accurately positioning patients and ensuring that quality diagnostic images are produced. They work closely with radiologists, the physicians who interpret medical images to either diagnose or rule out disease or injury.

The 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 and practicum aspects of the program, students will train in various medical facilities with experienced radiologic technologists.

Students are trained for employment as entry-level radiologic technologists in hospitals, outpatient imaging centers, mobile imaging services, and additional medical facilities. Upon successful completion of the program, students will receive an Associate of Applied Science degree in Radiologic Technology. Graduates are also eligible to sit for the national certification examination for Radiologic Technology administered by the American Registry of Radiologic Technologists (ARRT). Successful completion of this exam results in the designation of the title as a Registered Radiologic Technologist in Radiography, or R.T. (R) (ARRT). Successful completion of this exam results in the designation of the title as a Registered Radiologic 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 Radiologic Technology Program Student Information Session at the Nursing & Allied Health Campus. For the session schedule, access the information online at http://nah.southtexascollege.edu/rad.
B. Meet general admission requirements to South Texas College.
C. Be admitted to the college as a high school graduate or GED equivalent.
D. Meet TSI College Readiness Standards, or meet TSI exemption standards.
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. Scores must be current within the last 5 years. ACT exemptions are not permitted.
F. Complete all prerequisite courses with a minimum grade of “C” 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. ACT exam scores are required prior to registration to RADR 1309. No minimum score is required for entry in this course.
G. 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.
H. Be 18 years of age or older.
I. 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 Diagnostic Imaging Department at 956-872-3049.
J. Meet Technical Standards as stated by the Radiologic Technology Program.
K. Satisfy healthcare agency requirements prior to clinical practice.
L. Submit a completed Program application by stated deadline. For more information contact the Diagnostic Imaging Department at 956-872-3049 or access the information online at http://nah.southtexascollege.edu/rad.

Competitive Entry Selection Process

Admission to the Radiologic Technology Program is based on a point system comprised of GPA of RADT Program prerequisite and general education courses, ACT Exam scores, and optional points which may be obtained from items listed on the Application Form (for example, completion of CSFH 0101 College Success for Healthcare and HITT 1305 Medical Terminology I courses). Qualified applicants are numerically ranked from highest to lowest total application points. Due to program size limitations, a number of applicants who meet the program admission requirements may not be admitted to the program. Selection of students is made one time a year during the summer. The deadline for applying to the Radiologic Technology Program is the last Friday in May of the current year. For specific information on the point system utilized for candidate selection, please contact the Diagnostic Imaging Department at 956-872-3049 or access the information online at http://nah.southtexascollege.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 at http://nah.southtexascollege.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 in the final Capstone courses.
**Diagnostic Medical Sonography**

Associate of Applied Science

Diagnostic medical sonographers are health care professionals who perform diagnostic imaging procedures with the use of high frequency sound waves (ultrasound) to produce dynamic visual images of organs, tissues, or blood flow inside the body. This type of procedure is often referred to as a sonogram or ultrasound 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 Associate of Applied Science Degree in Diagnostic Medical Sonography at South Texas College provides educational and clinical experience that result in extensive knowledge in ultrasound physics and instrumentation, use of Doppler imaging, cross-sectional anatomy and pathophysiology in the abdomen, pelvis, obstetrics, gynecology, and superficial structures. Throughout the clinical and practicum aspects of the program, students will train in various medical facilities with experienced sonographers.

Upon successful completion of the program, students will receive an Associate of Applied Science degree in Diagnostic Medical Sonography. Graduates will also be competent to challenge the abdomen and obstetrics specialty examinations, which are two of the various specialties offered by the American Registry for Diagnostic Medical Sonography (ARDMS) national examination.

**Program Admission Requirements**

All applicants must:

1. Participate in the required Diagnostic Medical Sonography Program Student Information Session at the Nursing & Allied Health Campus. For the session schedule, access the information online at [http://nah.southtexascollege.edu/sono](http://nah.southtexascollege.edu/sono).
2. Meet general admission requirements to South Texas College.
3. Be admitted to the college as a high school graduate or GED equivalent.
4. Meet TSI College Readiness Standards, or meet TSI exemption standards.
5. 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.
6. Complete all prerequisite courses with a minimum grade of “B” as listed in the Diagnostic Medical Sonography degree plan. BIOL 2401 and BIOL 2402 courses must be current within the last 5 years. DMSO 1210 must be current within 2 years from the application date. ACT exam scores are required prior to registration to DMSO 1210. No minimum score is required for entry in this course.
7. Earn a minimum cumulative GPA of 3.0 on a 4.0 scale in all courses listed in the Diagnostic Medical Sonography degree plan. This includes courses completed through South Texas College and transfer courses.
8. 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. For more information contact the Diagnostic Imaging Department at 956-872-3049.
9. Meet technical standards as stated by the Diagnostic Medical Sonography Program.
10. Submit a completed Program application by stated deadline. For more information contact the Diagnostic Imaging Department at 956-872-3049 or access the information online at [http://nah.southtexascollege.edu/sono](http://nah.southtexascollege.edu/sono).

**Competitive Entry Selection Process**

Admission to the Diagnostic Medical Sonography Program is based on a point system comprised of GPA of DMS Program prerequisite and general education courses, ACT Exam scores, and optional points which may be obtained from items listed on the Application Form (for example, completion of CSFH 0101 College Success for Healthcare and HITT 1305 Medical Terminology I courses). Qualified applicants are numerically ranked from highest to lowest total application points. Due to program size limitations, a number of applicants who meet the program admission requirements may not be admitted to the program. Selection of students is made one time a year during the fall. The deadline for applying to the Diagnostic Medical Sonography Program is the first Friday in September of the current year. For specific information on the point system utilized for candidate selection, please contact the Diagnostic Imaging Department at 956-872-3049 or access the information online at [http://nah.southtexascollege.edu/sono](http://nah.southtexascollege.edu/sono).

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.

**Graduation Requirements**

To earn an Associate of Applied Science in the Diagnostic Medical Sonography Program, students must meet college graduation requirements and complete all coursework as prescribed in the degree plan with a minimum grade of “C” in didactic courses and minimum grade of “B” in the clinical/practicum courses. Students must also pass the written examinations as required in the final Capstone course.

**Diagnostic Medical Sonography**

Advanced Technical Certificate

Diagnostic medical sonographers are health care professionals who perform diagnostic imaging procedures with the use of high frequency sound waves (ultrasound) to produce dynamic visual images of organs, tissues, or blood flow inside the body. This type of procedure is often referred to as a sonogram or ultrasound 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 process. For more information contact the Diagnostic Imaging Department at 956-872-3049.

**Program Information Session**

The Diagnostic Medical Sonography Program Information Session is held at the Nursing & Allied Health Campus. The session schedule can be accessed online at [http://nah.southtexascollege.edu/sono](http://nah.southtexascollege.edu/sono). Contact the Diagnostic Imaging Department at 956-872-3049 or access the information online at [http://nah.southtexascollege.edu/sono](http://nah.southtexascollege.edu/sono) for more information.

**Contact Information**

For more information about the Diagnostic Medical Sonography Program, contact the Diagnostic Imaging Department at 956-872-3049. Contact information is also available online at [http://nah.southtexascollege.edu/sono](http://nah.southtexascollege.edu/sono).

**Application Deadline**

The deadline for applying to the Diagnostic Medical Sonography Program is the first Friday in September of the current year. For specific information on the point system utilized for candidate selection, please contact the Diagnostic Imaging Department at 956-872-3049 or access the information online at [http://nah.southtexascollege.edu/sono](http://nah.southtexascollege.edu/sono).

**Final Capstone Course**

The final Capstone course is an essential component of the Diagnostic Medical Sonography Program. Students must successfully complete this course to earn the Associate of Applied Science in the Diagnostic Medical Sonography Program. For more information on this course, contact the Diagnostic Imaging Department at 956-872-3049.
All applicants must:

A. Participate in the required Diagnostic Medical Sonography Program Student Information Session at the Nursing & Allied Health Campus. For the session schedule, access the information online at http://nah.southtexascollege.edu/sono.

B. Meet general admission requirements to South Texas College.

C. Be admitted to the college as a high school graduate or GED equivalent.

D. Meet TSI College Readiness Standards, or meet TSI exemption standards.

E. Complete all required course work prior to application to include Anatomy & Physiology I or equivalent, Math elective, and Communication Skills: Composition, English or Speech courses.

F. Hold a minimum of an associate degree in a nursing or allied health profession that is patient care related. A bachelor degree and higher in a related field may be accepted if the degree meets the requirements of the program. All degrees will be reviewed on a case-by-case basis.

G. 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. For more information contact the Diagnostic Imaging Department at 956-872-3049 or access the information online at http://nah.southtexascollege.edu/sono.

H. Meet technical standards as stated by the Diagnostic Medical Sonography Program.

I. Satisfy healthcare agency requirements prior to clinical practice.

J. Submit a completed Program application by the stated deadline. For more information contact the Diagnostic Imaging Department at 956-872-3049 or access the information online at http://nah.southtexascollege.edu/sono.

Program Admission Requirements

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. For more information regarding the application process at http://nah.southtexascollege.edu/sono.

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 a minimum grade of "B" in the clinical/practicum courses. Students must also pass the written examinations as required in the final Capstone course.

NOTE: Please see program webpage for additional information regarding the application process at http://nah.southtexascollege.edu/sono.

Advisory Committee Members

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 Aguirre, 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 Tharp, RT(R)(M), Radiology Manager, Doctors Hospital at Renaissance

• Radiologic Technology Associate of Applied Science (p. 213)
• Diagnostic Medical Sonography Associate of Applied Science (p. 213)
Radiologic Technology Associate of Applied Science

**TSI LIABLE**

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<th>Course Pre-requisite</th>
<th>Course Title</th>
<th>Credit Hours</th>
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<tr>
<td>RADR 1309</td>
<td>Introduction to Radiography and Patient Care</td>
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<td>BIOL 2401</td>
<td>Anatomy and Physiology I</td>
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<td>Math Elective (p. 92)</td>
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**First Semester**

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<td>RADR 1311</td>
<td>Basic Radiographic Procedures</td>
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<td>RADR 1213</td>
<td>Principles of Radiographic Imaging I</td>
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<td>RADR 1360</td>
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**Second Semester**

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<td>Intermediate Radiographic Procedures</td>
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<td>RADR 2205</td>
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**Third Semester**

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<td>RADR 2431</td>
<td>Advanced Radiographic Procedures</td>
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<td>RADR 2309</td>
<td>Radiographic Imaging Equipment</td>
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<td>RADR 2366</td>
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**Fifth Semester**

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**Final Exam**

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**Diagnostic Medical Sonography Associate of Applied Science**

**TSI LIABLE**

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<th>Course Pre-requisites</th>
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<td>ENGL 1301</td>
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**First Year**

**Spring**

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<td>DMSO 1302</td>
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<td>DMSO 1441</td>
<td>Abdominopelvic Sonography</td>
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<td>DMSO 2405</td>
<td>Sonography of Obstetrics/Gynecology</td>
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**Summer Session I**

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<td>DMSO 2351</td>
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**Second Year**

**Fall**

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<td>DMSO 1342</td>
<td>Intermediate Ultrasound Physics</td>
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<td>DMSO 2342</td>
<td>Sonography of High Risk Obstetrics</td>
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<td>DMSO 2441</td>
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**Summer Session II**

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**Total Credit Hours**

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1 ACT exam scores are required prior to registration to DMSO 1210 Introduction to Sonography.

1 ACT exam scores are required prior to registration for RADR 1309 Introduction to Radiography and Patient Care.

* Award pending approval from SACSCOC and Department of Education.

**Gainful Employment** ([https://www.southtexascollege.edu/ge/Diagnostic-Medical-Sonography/index.html](https://www.southtexascollege.edu/ge/Diagnostic-Medical-Sonography/index.html))

**TSI LIABLE**

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<th>Course Pre-requisites</th>
<th>Course Title</th>
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<tr>
<td>DMSO 1166</td>
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<td>Doppler Physics</td>
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**Total Credit Hours**

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*Identifies courses to fulfill minimum 15 credit hour General Education requirement.

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement.

2 ACT exam scores are required prior to registration to DMSO 1210 Introduction to Radiography and Patient Care.

*Diagnostic Medical Sonography Advanced Technical Certificate*
<table>
<thead>
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<th>Third Semester</th>
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<tr>
<td>DMSO 1167</td>
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<td>DMSO 1342</td>
<td>Intermediate Ultrasound Physics</td>
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<td>DMSO 2342</td>
<td>Sonography of High Risk Obstetrics</td>
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1. ACT exam scores are required prior to registration to DMSO 1210 Introduction to Sonography.
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 out-patient clinics, in-patient rehabilitation centers, public schools, and/or patients’ homes. Supervision by an Occupational Therapist is required for practice in Texas.

A felony conviction may affect a graduate’s ability to sit for the NBCOT certification or to attain state licensure. The Fieldwork Level II capstone courses listed in the fifth semester must be completed within eighteen (18) months after the end of the academic/technical courses.

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.

OTHA 1305 Principles of Occupational Therapy is offered in a Hybrid course format.

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 6 or above.

Scores must be current within the last 5 years. ACT Exemptions are not permitted.

F. Earn a minimum grade of “B” in “Principles of Occupational Therapy” course within the last two years.

G. Earn a minimum cumulative GPA of 3.0 on a 4.0 scale in all courses, including transfer courses, and those completed at STC.

H. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series. Students with criminal histories must provide proof of licensure eligibility from the Executive Council of Physical Therapy and Occupational Therapy Examiners (ECPTOTE). This process may take up to 6 months to complete. For more information contact the NAH Clinical Affairs Specialist at 956-872-3022.

I. Submit Documentation of Experience Forms as evidence of a minimum of twenty-five (25) hours of volunteer or work experience under the supervision of a COTA or OTR in two different settings, for a total of fifty (50) hours. One experience should be completed in an inpatient setting (hospital or nursing facility), and the other should be completed in a different type of setting such as an outpatient clinic or pediatric center. Home Health hours are not accepted. Therapists who supervise volunteer experiences cannot be a relative or personal friend of the student applicant.

J. Meet Technical Standards as stated by the Occupational Therapy Assistant Program.

K. Submit a completed Program application by stated deadline. For more information contact Occupational Therapy Assistant Program at 956-872-3035 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, ACT scores, volunteer/experience forms, interview scores, and other optional items listed on the Application Form (for example, completion of CSFH 0101 College Success for Healthcare course with a B or better, etc.). Qualified applicants are numerically ranked based on the number of acceptance points earned, and are either accepted, 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 for the OTA program is 20; the final number is dependent upon available resources. 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 Occupational Therapy Assistant Program at 956-872-3035 or access the information online at http://nah.southtexascollege.edu.
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 second Wednesday in 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.

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 from the Occupational Therapy Assistant Program, a student must meet college graduation requirements and complete all coursework as prescribed in the degree plan with a minimum grade of "C".

Advisory Committee Members
Velma Esparza, OTR, McAllen
Jennifer Ybarra, OTR, Edinburg
Adina Santillan, COTA, San Juan
Iris Dovalina, COTA, Mission
Luis Martinez, OTR, Palmhurst
Hermelinda Garcia, COTA, Edinburg
Amada Delgado, COTA, McAllen
Hortencia Trejo, COTA San Benito
Jesse Rodriguez, OTR, McAllen

Occupational Therapy Assistant Associate of Applied Science
Students interested in this program must complete the pre-requisite courses prior to applying for admission. Any of the other general education courses may also be taken before applying for admission into the program. Grades made in these courses will be computed using a “point system” for the student selection process.

TSI LIABLE

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<tr>
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<th>Credit Hours</th>
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<td>Introduction to Humanities I - Western</td>
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<td>Introduction to Philosophy</td>
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<td>PHIL 2303</td>
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<td>PSYC 2314</td>
<td>Lifespan Growth and Development</td>
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<td>BIOL 2401</td>
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Credit Hours 19

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<td>OTHA 1415</td>
<td>Therapeutic Use of Occupations or Activities</td>
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<td>OTHA 1341</td>
<td>Occupational Performance from Birth to Adolescence</td>
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Credit Hours 11

Second Semester

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<td>OTHA 1419</td>
<td>Therapeutic Interventions</td>
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<td>OTHA 2335</td>
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Credit Hours 10

Third Semester

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Credit Hours 2

Fourth Semester

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<td>OTHA 1253</td>
<td>Occupational Performance for Elders</td>
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<td>OTHA 2405</td>
<td>Therapeutic Interventions</td>
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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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Credit Hours 9

Fifth Semester

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<tr>
<td>OTHA 2330</td>
<td>Workplace Skills for the OTA</td>
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Credit Hours 9

Total Credit Hours 60

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement

Students must complete all CAPSTONE coursework with a passing grade to be eligible for graduation from the OTA program.
Physical Therapist Assistant

This Selective Program has a competitive entry selection process based on a competitive point system. Application requirements are included in the description below.

Associate of Applied Science

Physical Therapist Assistants, or PTAs, are skilled health care providers who work under the supervision of a physical therapist. PTAs assist the physical therapist in implementing treatment programs to help restore or improve function, relieve pain, encourage independence, and educate patients and their families.

PTAs work in settings such as hospitals, nursing homes, outpatient clinics, home health, schools, sports facilities, and more. Patients/clients treated in physical therapy range from newborns to the elderly. PTAs work in settings such as hospitals, nursing homes, outpatient clinics, home health, schools, sports facilities, and more. Patients/clients treated in physical therapy range from newborns to the elderly and sample diagnoses include athletic injuries, back/neck problems, strokes, spinal cord injuries, cerebral palsy, arthritis, and post-surgical conditions such as total joint replacements.

Care provided by a PTA may include:

- teaching patients/clients exercises to increase movement and flexibility
- helping increase a patient's/client's balance, strength and coordination
- providing training for activities such as walking with crutches, canes, or walkers
- use of physical agents and electrotherapy such as ultrasound and electrical stimulation

The Physical Therapist Assistant Program at South Texas College is accredited by:

Commission on Accreditation in Physical Therapy Education

1111 North Fairfax Street
Alexandria, VA 22314
Telephone: 703-706-3245
Email: accreditation@apta.org
Website: http://www.capteonline.org

If needing to contact the program/institution directly, please call 956-872-3152 or email dianah@southtexascollege.edu.

Application Requirements

All applicants must:

A. Participate in the required Prospective Student Information session. For the session schedule, access the information online at http://nah.southtexascollege.edu/pta/index or contact the Physical Therapist Assistant Program at 956-872-3161.

B. Be admitted to the college as a high school graduate or GED equivalent

C. Meet TSI College Readiness Standards, or meet TSI exemption standards.

D. Complete all prerequisite courses with a minimum grade of "B" as listed in the Physical Therapist Assistant Program degree plan. BIOL 2401 Anatomy and Physiology I must be completed within the past five years and PTHA 1409 Introduction to Physical Therapy must be completed within the past two years.

E. Complete the HESI A2 (Admissions Assessment) Exam as follows: Achieve an English Language Composite Score of 75% or higher, a Science (Anatomy & Physiology) Score of 75% or higher, and a Math Score of 75% or higher. Scores must be current within the last 2 years. HESI A2 Exemptions are not permitted.

F. Earn a minimum grade of "B" in “Introduction to Physical Therapy” course within the last two years. Required HESI A2 English Language Composite, Science, and Math test scores are needed to register for this course.

G. Earn a minimum cumulative GPA of 3.0 on a 4.0 scale in all courses, including transfer courses, and those completed at STC.

H. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series. Students with criminal histories must provide proof of licensure eligibility from the Executive Council of Physical Therapy and Occupational Therapy Examiners (ECPTOTE) www.southtexascollege.edu/go/pta-chel. This process may take up to 6 months to complete. For more information contact the NAH Clinical Affairs Specialist at 872-3022.

I. Submit Documentation of Experience Forms as evidence of a minimum of twenty-five (25) hours of volunteer or work experience under the supervision of a PT or PTA in two different settings, for a total of fifty (50) hours. One experience should be completed in an inpatient setting (hospital or nursing facility), and the other should be completed in a different type of setting such as an outpatient clinic or pediatric center. Home Health hours are not accepted. Therapists who supervise volunteer experiences cannot be a relative or personal friend of the student applicant.

J. Meet Technical Standards as stated by the Physical Therapist Assistant Program.

K. Submit a completed Program application by stated deadline. For more information contact the Physical Therapist Assistant Program at 872-3161 or access the information online at 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, HESI A2 Exam scores, volunteer/experience forms, interview/activity scores, and optional points which may be obtained from items listed on the Application Form (for example, completion of CSFV 0131 College Success for Healthcare Workforce, or 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 the date of application.

A new applicant pool is established for each admission period. Applicants who are not admitted for the current application period must re-apply to be considered for a later application period. PTA Program applications are available annually from the PTA Program Department. The window for submission of completed applications opens on the second Wednesday of June and closes on the second Wednesday of July of the current year. Selection of students is made one time a year during the summer. Newly selected students
attend mandatory Program Prep Sessions and Orientation programming in the summer and begin program classes in the fall semester.

**Graduation Requirements**

To earn an Associate of Applied Science Degree as a Physical Therapist Assistant, a student must meet college graduation requirements and complete all coursework as prescribed in the degree plan with a minimum grade of "C." Students must achieve a minimum written exam average of 75 percent, a minimum laboratory exam average of 75 percent (for courses with labs) and a minimum overall course score of 75 percent to pass all PTA courses. Students must also pass the Level II Exit Exam with 75 percent 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.

**Advisory Committee Members**

Bertha Puig, PT (Committee Chair), Puig Physical Therapy
Javier Rocha, PT, Solara Hospital McAllen
Robert Puig, DPT, Puig Rehabilitation
Rick Morales, PTA, Grand Terrace Nursing & Rehab
Marisa Longoria, PTA, Windsor Rehab
Norma Castro, PTA, Partners in Rehab, LLC
Denise Ramos, PT, DPT, Doctors Hospital at Renaissance
Melanie Watson, PT, MPT, C/NDT, Milestones Therapeutic Associates
Michael Auer, PT, DPT, C/NDT, Doctors Hospital at Renaissance

**Physical Therapist Assistant Associate of Applied Science**

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<td>PTHA 1409</td>
<td>Introduction to Physical Therapy</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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<td>PTHA 2205</td>
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<td>PTHA 2431</td>
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<td>Rehabilitation Techniques</td>
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<td>Introduction to Logic</td>
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1 Identifies courses to fulfill minimum 15 credit hour General Education requirement

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<tr>
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TST LIABLE

218 Physical Therapist Assistant
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 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. Selection of students is made one time a year at the end of the spring semester. The deadline for applying to the Respiratory Therapy Program is the last Friday in May of the current year. Due to program size limitations, a number of applicants who meet the program admissions requirements may not be admitted to the program. Qualified applications are numerically ranked from highest to lowest in points. Applications will be available after Spring Break.

A new applicant pool is established for each admission period. Applicants who were not admitted for the current application period must re-apply to be considered for a later application period.

NOTE: Please see program webpage for additional information regarding the application process 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.

Advisory Committee Members

Dr. Juan Manuel Ortiz, MD, Medical Director
Darell Smith, RRT, CRT, McAllen Medical Center
Connie Mendiola, RRT, McAllen Medical Center
George Barajas, RRT, Mission Regional Medical Center
Robert Vargas, RRT, Lee’s Pharmacy
Hermelinda G. Lopez, Starr County Hospital
Dr. Genny Carrillo, Texas A&M Health Science Center
Fernando Zepeda, RRT, Knapp Medical Center
MaryLou Argujo, RRT, Doctor’s Hospital at Renaissance
Yvette Yasaguirre, RRT, Rio Grande Regional Medical Center
Kenneth Smith, CRT, Rio Grande Regional Medical Center
Jose Echiveste, RRT, Edinburg Regional Medical Center
Jovita Garcia, RRT, Valley Baptist Medical Center in Harlingen

Respiratory Therapy Associate of Applied Science

TSI LIABLE

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<td>Composition I</td>
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<td>BIOL 2401</td>
<td>Anatomy and Physiology I</td>
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<td>BIOL 2402</td>
<td>Anatomy and Physiology II</td>
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First Semester

Social and Behavioral Sciences Elective (p. 92)

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<td>PSYC 2314</td>
<td>Lifespan Growth and Development</td>
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<td>SOCI 1301</td>
<td>Introductory Sociology</td>
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<td>SOCI 1306</td>
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<td>Pulmonary Diagnostics</td>
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<tr>
<td>RSPT 2310</td>
<td>Cardiopulmonary Disease</td>
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<td>Respiratory Care Fundamentals II</td>
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<tr>
<td>RSPT 2314</td>
<td>Mechanical Ventilation</td>
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<td>RSPT 1141</td>
<td>Respiratory Home Care/Rehabilitation</td>
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<td>RSPT 2353</td>
<td>Neonatal/Pediatric Cardiopulmonary Care</td>
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<td>RSPT 2129</td>
<td>Advanced Cardiac Life Support</td>
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<td>RSPT 2362</td>
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<td>RSPT 2363</td>
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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.

D. Achieve a HESI A2 Admission Assessment exam test score of 70% or higher in English Language Composite, Science (Anatomy & Physiology only) and Math. HESI Exam test scores must be current within two years.

E. Earn an *B* or better in the following: VNSG 1420 Anatomy and Physiology for Allied Health or both BIOL 2401 Anatomy and Physiology I AND BIOL 2402 Anatomy and Physiology II.

F. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series before beginning of nursing clinical courses. For more information contact the NAH Clinical Affairs Specialist at 872-3022.

G. Meet Technical Standards as stated by the Program.

H. Submit a completed Program application by stated deadline. For more information contact Vocational Nursing Program at 956-872-3135 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

South Texas College 221
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.

Advisory Committee Members
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
Pat Palomo, RN, MSN, Nurse Educator, Valley Baptist Hospital
Romero Valades, Administrator, Presidente Home Care
JoAnna Carmona ,RN, Director of Nurses, Amara Hospice
Daniel Rodriguez, Administrator, Legends Rehabilitation
Anna Hinojosa, RN, MSN, Chief Nursing Officer, Knapp Medical Center

• Vocational Nursing Fall Admission (p. 222)
• Vocational Nursing Spring Admission (p. 222)

Vocational Nursing - Fall Admission
Gainful Employment(https://www.southtexascollege.edu/ge/Vocational-Nursing/index.html)

Vocational Nursing - Spring Admission
Gainful Employment(https://www.southtexascollege.edu/ge/Vocational-Nursing/index.html)

Vocational Nursing - Fall Admission
Gainful Employment(https://www.southtexascollege.edu/ge/Vocational-Nursing/index.html)

Vocational Nursing - Spring Admission
Gainful Employment(https://www.southtexascollege.edu/ge/Vocational-Nursing/index.html)

TSI LIABLE

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<th>Credit Hours</th>
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<tr>
<td>VNSG 1420 or BIOL 2401</td>
<td>Anatomy and Physiology for Allied Health or Anatomy and Physiology I and Anatomy and Physiology II</td>
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<tr>
<td>BIOL 2402</td>
<td></td>
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<tr>
<td>VNSG 1500</td>
<td>Nursing in Health &amp; Illness I</td>
<td>5</td>
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<tr>
<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>
<td>Clinical I - A</td>
<td>1</td>
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<td>VNSG 1161</td>
<td>Clinical I - B</td>
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<tr>
<td>VNSG 1327</td>
<td>Essentials of Medication Administration</td>
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<td>HPRS 1106</td>
<td>Essentials of Medical Terminology</td>
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Second Semester

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<tr>
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<td>VNSG 1230</td>
<td>Maternal-Neonatal Nursing</td>
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<td>VNSG 1234</td>
<td>Pediatrics</td>
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<td>VNSG 1105</td>
<td>NCLEX-PN Review</td>
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<tr>
<td>VNSG 1162</td>
<td>Clinical II - A</td>
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<td>VNSG 1362</td>
<td>Clinical III</td>
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1 CAPSTONE: Successfully passing VNSG 2510 Nursing in Health and Illness II, VNSG 1105 NCLEX-PN Review and VNSG 1362 Clinical III.
Selective Programs

Emergency Medical Technology (p. 224)
- EMT-Basic (Certificate) (p. 224)
- EMT-Advanced (Certificate) (p. 224)
- EMT-Paramedic (Certificate) (p. 224)
- EMT-Paramedic (Associate of Applied Science) (p. 224)

Health and Medical Administrative Services (p. 227)
- Electronic Health Record Specialist (Certificate) (p. 227)
- Medical Coding Specialist (Certificate) (p. 227)
- Medical Information/Transcription Specialist (Certificate) (p. 227)
- Health Information Technology (Associate of Applied Science) (p. 227)

Medical Assistant Technology (p. 230)
- Medical Assistant Technology (Certificate) (p. 230)
- Medical Office Specialist (Certificate) (p. 230)
- Medical Assistant Technology (Associate of Applied Science) (p. 230)

Patient Care Assistant (p. 232)
- Patient Care Assistant (Certificate) (p. 232)

Pharmacy Technology (p. 233)
- Pharmacy Technology (Associate of Applied Science) (p. 233)
The paramedic student candidate will concentrate at the EMT Basic level either through the National Basic certified by the Texas Department of State Health Services. Students will achieve within the EMT Program. Must be EMT This is the highest level an EMT student can attain after completion of the EMT Basic Level. The EMT Advanced level requires the use of the foundation they learned as an EMT Basic. Upon Completion of this course students will be eligible to apply to the Texas Department of State Health Services for their state of Texas EMT Basic Certification.

EMT Advanced Certificate*

At the EMT Advanced level students will continue to use the foundation they learned as an EMT Basic. The EMT Advanced level requires the student to be certified at the EMT Basic level either through the National Registry of Emergency Medical Technicians or the Texas Department of State and Health Services. Students will study in depth patient assessment, anatomy and physiology of the human body systems. They will then practice and perform advanced invasive lifesaving procedures such as intravenous (IV) administration and endotracheal intubation. Upon Completion of this course students will be eligible to take the National Registry (NREMT) Basic exam administered by a Pearson Vue authorized examination site. Students gaining certification through the National Registry will be able to then apply to the Texas Department of State Health Services for their state of Texas EMT Basic Certification.

EMT Paramedic Certificate

This is the highest level an EMT student can achieve within the EMT Program. Must be EMT Basic certified by the Texas Department of State and Health Services or National Registry. The paramedic level requires the student to be certified at the EMT Basic level either through the National Registry of Emergency Medical Technicians or the Texas Department of State and Health Services. The paramedic student candidate will concentrate on a comprehensive patient assessment and learn advanced medical skills such as electrocardiogram interpretations and treatments of emergent conditions associated with specific interpretations that may indicate a life-threatening condition. The student will learn to administer the most current trends in pharmacological treatments in certain medical conditions as recommend by the American Heart Association Advanced Cardiac Life Support and their Pediatric Advanced Life Support guidelines.

Upon completion of this course, students are prepared for both the didactic and psychomotor National Registry certification exams (didactic & psychomotor) at the Paramedic level. Students will be eligible to take the National Registry (NREMT) Paramedic exam administered by a Pearson Vue authorized examination site. Students gaining certification through the National Registry will be able to then apply to the Texas Department of State Health Services for their state of Texas Paramedic certification or license (EMT Associate of Applied Science required). Once certified or license by the Texas Department of State Health Services, students may be employable in many settings such as hospital emergency rooms, industrial sites, fire departments, private EMS providers, public EMS providers, city fire departments, and special rescue groups.

EMT Associate of Applied Science

The EMT Associate of Applied Science degree has the following academic course requirements in addition to the BIOL 2401 Anatomy and Physiology I & BIOL 2402 Anatomy and Physiology II. They are ENGL 1301 Composition I, a Humanities Elective, PSYC 2301 General Psychology or PSYC 2314 Lifespan Growth and Development Courses taken for the certificate program may be applied toward completion of the two-year Associate of Applied Science Degree in Emergency Medical Technology. Upon completion of the degree, students are prepared for both the didactic and psychomotor National Registry certification exams (didactic & psychomotor) at the Paramedic level. Students will be eligible to take the National Registry (NREMT) Paramedic exam administered by a Pearson Vue authorized examination site. Students gaining certification through the National Registry will be able to then apply to the Texas Department of State Health Services for their state of Texas Paramedic license.

Application Requirements

All applicants must

A. Participate in the Prospective Student Information Session. For the session schedule, access the information online at http://nah.southtexascollege.edu.

B. Be admitted to the college as a high school graduate or GED equivalent, except for dual credit students.

C. Pass a criminal background check, 10-panel drug screen through approved providers, and meet TSI exemption standards.

D. Earn a minimum cumulative GPA of 2.0 on a 4.0 scale for all courses completed at STC, or, if currently a high school student, a minimum cumulative GPA of 2.0 on a 4.0 scale on the high school transcript.

E. Be 18-years of age to be eligible for certification by the Texas Department of State and Health Services or National Registry.

F. Hold a valid Texas Driver’s License or Texas ID.

G. Pass a criminal background check, 10-panel drug screen through approved providers, and meet TSI exemption standards.

*Revised award title pending approval from THECB, SACSCOC and Department of Education.
complete all required immunizations including Hepatitis B series.
H. Submit a completed program application.
I. Meet the technical standards of the program.

Program Application
Program applications are available from 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’.

Advisory Committee Members
Andrew Levine, MD, Medical Director, South Texas College/Private Practice
Ben Martinez, Clinical Liaison, Med-Care, Inc.
Francina Atkins, Regional Faculty, American Heart Association
Lt. Javier Alaniz, Licensed Paramedic, McAllen Fire Department
Michael Farris, RN/EMT-Paramedic, Rio Grande Regional Hospital
Noel Garcia, EMS Director, Starr County Memorial Hospital EMS
Noemi Sanchez, EMT-Intermediate, Department of State Health Services - Retired
Gustavo Ramirez EMT-Paramedic, Weslaco Fire EMS
Jorge Ruiz EMT-Paramedic, Hidalgo County EMS

Ex-Officio Members
Carlos E. Tello, Interim Program Chair, South Texas College
Joseph Archer, EMT Faculty, South Texas College
- Emergency Medical Technology Basic Certificate (p. 225)
- Emergency Medical Technology Advanced Certificate (p. 225)
- Emergency Medical Technology Paramedic Certificate (p. 225)
- Emergency Medical Technology Associate of Applied Science (p. 226)

Emergency Medical Technology Basic Certificate

TSI EXEMPT

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<td>EMS Documentation</td>
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<td>EMSP 1472</td>
<td>Emergent Issues in EMT</td>
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Eligible for the National Registry of Emergency Medical Technicians Certification Exam - EMT Basic. Once successful with NREMT Exam you can become eligible for Texas Department of State Health Service EMT-Basic Certification.

Credit Hours 16
Total Credit Hours 16

*Emergency Medical Technology Advanced Certificate

TSI EXEMPT

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<td>EMT - Basic Practicum</td>
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<td>EMSP 1208</td>
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<td>EMSP 1371</td>
<td>EMS Documentation</td>
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</tr>
<tr>
<td>EMSP 1472</td>
<td>Emergent Issues in EMT</td>
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Eligible for the National Registry of Emergency Medical Technicians Certification Exam - Advanced Emergency Medical Technician (AEMT). Once successful with NREMT Exam you can become eligible for Texas Department of State Health Service Advanced EMT (AEMT) Certification.

Credit Hours 16
Total Credit Hours 27

*Revised award title pending approval from THECB, SACSCOC and Department of Education.

Emergency Medical Technology Paramedic Certificate

TSI LIABLE

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<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>
<td>EMSP 1472</td>
<td>Emergent Issues in EMT</td>
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</tbody>
</table>
Eligible for the National Registry of Emergency Medical Technicians Certification Exam – EMT Basic. Once successful with NREMT Exam you can become eligible for Texas Department of State Health Service EMT-Basic Certification.

Second Semester
EMSP 1338 Introduction to Advanced Practice 3
EMSP 1356 Patient Assessment and Airway Management 3
EMSP 1355 Trauma Management 3
EMSP 1161 EMT - Intermediate Hospital Clinical 1
EMSP 1167 EMS EMTI Practicum 1
Eligible for the National Registry of Emergency Medical Technicians Certification Exam – Advanced Emergency Medical Technician (AEMT). Once successful with NREMT Exam you can become eligible for Texas Department of State Health Service Advanced EMT (AEMT) Certification.

Summer Session I
BIOL 2401 Anatomy and Physiology I 4
BIOL 2402 Anatomy and Physiology II 4
Credit Hours 8

Third Semester
EMSP 2444 Cardiology 4
EMSP 2205 EMS Operations 2
EMSP 2160 Paramedic Clinical I 1
ENGL 1301 Composition I 3
Humanities Elective (p. 91) 1 3
Credit Hours 13

Fourth Semester
PSYC 2301 General Psychology 3
or PSYC 2314 Lifespan Growth and Development 3
EMSP 2434 Medical Emergencies 4
EMSP 2330 Special Populations 3
EMSP 2161 Paramedic Clinical II 1
EMSP 2166 Capstone: Paramedic Practicum 1
Eligible for Texas Department of Health State Certificate Exam-Paramedic Level
Eligible for the National Registry of Emergency Medical Technicians Certification Exam – EMT – Paramedic. Once successful with NREMT Exam you can become eligible for Texas Department of State Health Service EMT – Paramedic Certification.

Credit Hours 12
Total Credit Hours 60

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement

Emergency Medical Technology 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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<tr>
<td>EMSP 1501</td>
<td>Emergency Medical Technician</td>
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<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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<tr>
<td>EMSP 1208</td>
<td>Emergency Vehicle Operations</td>
<td>2</td>
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<td>EMSP 1371</td>
<td>EMS Documentation</td>
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<tr>
<td>EMSP 1472</td>
<td>Emergent Issues in EMT</td>
<td>4</td>
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</table>

Eligible for the National Registry of Emergency Medical Technicians Certification Exam – EMT Basic. Once successful with NREMT Exam you can become eligible for Texas Department of State Health Service EMT-Basic Certification.

Second Semester
EMSP 1338 Introduction to Advanced Practice 3
EMSP 1356 Patient Assessment and Airway Management 3
EMSP 1355 Trauma Management 3

EMSP 1167 EMS EMTI Practicum 1
Eligible for the National Registry of Emergency Medical Technicians Certification Exam – Advanced Emergency Medical Technician (AEMT). Once successful with NREMT Exam you can become eligible for Texas Department of State Health Service Advanced EMT (AEMT) Certification.

Credit Hours 11

Summer Session I
BIOL 2401 Anatomy and Physiology I 4
BIOL 2402 Anatomy and Physiology II 4
Credit Hours 8

Third Semester
EMSP 2444 Cardiology 4
EMSP 2205 EMS Operations 2
EMSP 2160 Paramedic Clinical I 1
EMSP 2167 EMS EMTI Practicum 1
Eligible for the National Registry of Emergency Medical Technicians Certification Exam – EMT – Paramedic. Once successful with NREMT Exam you can become eligible for Texas Department of State Health Service EMT – Paramedic Certification.

Credit Hours 12
Total Credit Hours 60
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 administered 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-dictated 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, private 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 American Health Information Management Association. 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.applytxas.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, the Medical Coding Specialist Certificate or an Associate of Applied Science Degree in Health Information Technology, a student must meet all college graduation requirements and complete all coursework as prescribed in the specific degree plan with a minimum grade of "C."

Advisory Committee Members

Monte Bivens, RHIT, Tumor Registry Manager, DHR Health Advanced Care Center
Elizabeth Gonzalez, RHIT, Director of HIM, Doctors Hospital at Renaissance
Dan Elizondo, RHIT, Director, HIM Dept., McAllen Medical Center
Julian Garcia, RHIT, Donna High School
Cyndi Lara, Office Manager, 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, DHR Health Advanced Care Center
Nancy Rodriguez, Office Manager, Rio Grande Regional Surgery Center

Electronic Health Record Specialist Certificate

Gainful Employment (https://www.southtexascollege.edu/ge/Electronic-Health-Record-Specialist/index.html)

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<tr>
<td>HITT 1305</td>
<td>Medical Terminology I</td>
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<tr>
<td>HITT 1301</td>
<td>Health Data Content and Structure</td>
<td>3</td>
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<tr>
<td>POFM 1317</td>
<td>Medical Administrative Support</td>
<td>3</td>
</tr>
<tr>
<td>HITT 1341</td>
<td>Coding and Classification Systems</td>
<td>3</td>
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<tr>
<td>HITT 2371</td>
<td>Current Procedural Terminology CPT-4</td>
<td>3</td>
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<tr>
<td>HITT 1211</td>
<td>Health Information Systems</td>
<td>2</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 1167</td>
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Medical Coding Specialist Certificate

Gainful Employment (https://www.southtexascollege.edu/ge/Medical-Coding-Specialist/index.html)

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<td>Health Data Content and Structure</td>
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<td>NURA 1407 or VNSG 1420</td>
<td>Body Systems or Anatomy and Physiology for Allied Health</td>
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<td>POFM 1317</td>
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Medical Information/Transcription Specialist Certificate

Gainful Employment (https://www.southtexascollege.edu/ge/Medical-Information-Transcription-Specialist/index.html)

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<td>NURA 1407 or VNSG 1420</td>
<td>Body Systems or Anatomy and Physiology for Allied Health</td>
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<td>POFM 1317</td>
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Total Credit Hours 38
### Fourth Semester
- **HITT 1341** Coding and Classification Systems 3
- **HITT 2231** Advanced Medical Terminology 2
- **HITT 1253** Legal and Ethical Aspects of Health Information 2
- **MRMT 2166** Practicum (CAPSTONE) 1

**Credit Hours** 8

**Total Credit Hours** 38

### Health Information Technology Associate of Applied Science

#### TSI LIABLE

<table>
<thead>
<tr>
<th>Course</th>
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<th>Credit Hours</th>
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<td>HITT 1211</td>
<td>Health Information Systems</td>
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<td>BIOL 2401</td>
<td>Anatomy and Physiology I</td>
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<td>Medical Terminology I</td>
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<td>ENGL 1301</td>
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<td>BIOL 2402</td>
<td>Anatomy and Physiology II</td>
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<td>Health Data Content and Structure</td>
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<td>MATH 1332 or MATH 1414</td>
<td>Contemporary Mathematics or College Algebra</td>
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<td>HPRS 2301</td>
<td>Pathophysiology</td>
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<td>Legal and Ethical Aspects of Health Information</td>
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<td>HITT 1341</td>
<td>Coding and Classification Systems</td>
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<td>HITT 2231</td>
<td>Advanced Medical Terminology</td>
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<td>HITT 1349</td>
<td>Pharmacology</td>
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<tr>
<td>HITT 2166</td>
<td>Practicum I</td>
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<tr>
<td>HITT 2335</td>
<td>Coding and Reimbursement Methodologies</td>
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<td>HITT 1345</td>
<td>Health Care Delivery Systems</td>
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<td>PSYC 2301</td>
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<td>HITT 2371</td>
<td>Current Procedural Terminology Coding CPT-4</td>
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<td>Humanities Elective (p. 91)</td>
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<td>PHIL 2306</td>
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<td>PHIL 2303</td>
<td>Introduction to Logic</td>
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<td>HUMA 1301</td>
<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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<td>HITT 2167</td>
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<td><strong>Total Credit Hours</strong></td>
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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), Nationally 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.

Advisory Committee Members
Olga Gabriel, MPH, Director McAllen Campus, Health Science Center, Texas A & M University, McAllen
Martin Garza, MD, 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
Neryeda Fiala, MA, Samuel Garcia, Jr., MD, McAllen
Azucena Molina, MA, Maria R. Guajardo, MD, McAllen
Debra Franco, South Texas Juvenile Diabetes Association

Medical Assistant Technology Certificate
Gainful Employment (https://www.southtexascollege.edu/ge/Medical-Assistant- Technology/index.html)

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<td>HITT 1305</td>
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<td>MDCA 1321</td>
<td>Administrative Procedures</td>
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<td>MDCA 1342</td>
<td>Medical Insurance</td>
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<td>MDCA 1205</td>
<td>Medical Law and Ethics</td>
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<tr>
<td>POFM 1400</td>
<td>Basic Medical Coding</td>
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<td>MDCA 1166</td>
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<tr>
<td>MDCA 1309 or VNSG 1420</td>
<td>Anotomy &amp; Physiology for Medical Assistants or Anatomy and Physiology for Allied Health</td>
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<tr>
<td>MDCA 1302</td>
<td>Human Disease/ Pathophysiology</td>
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230 Medical Assistant Technology
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<tr>
<td>MDCA 1352</td>
<td>Medical Assistant Laboratory Procedures</td>
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<td>PLAB 1223</td>
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<td>MDCA 1167</td>
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<td>ECRD 1111</td>
<td>Electrocardiography</td>
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<tr>
<td>MDCA 1348</td>
<td>Pharmacology and Administration of Medications</td>
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<td>MDCA 1317</td>
<td>Procedures in a Clinical Setting</td>
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<td>PSYC 2301 or PSYC 2314</td>
<td>General Psychology or Lifespan Growth and Development</td>
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<td>SPCH 1311</td>
<td>Introduction to Speech Communication</td>
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<td>SPCH 1315</td>
<td>Public Speaking</td>
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<td>SPCH 1318</td>
<td>Interpersonal Communications</td>
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<td>SPCH 1321</td>
<td>Business and Professional Communication</td>
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<td>MDCA 1154</td>
<td>Medical Assisting Credentialing Exam Review</td>
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**Medical Office Specialist Certificate**

Gainful Employment (https://www.southtexascollege.edu/ge/Medical-Office-Specialist/index.html)

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<td>MDCA 1343</td>
<td>Medical Insurance</td>
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<td>MDCA 1205</td>
<td>Medical Law and Ethics</td>
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<td>Practicum I</td>
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<td></td>
</tr>
<tr>
<td>Credit Hours</td>
<td></td>
<td>16</td>
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<tr>
<td>Total Credit Hours</td>
<td></td>
<td>16</td>
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</tr>
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</table>

**Medical Assistant Technology Associate of Applied Science**

<table>
<thead>
<tr>
<th>TSI LIABLE</th>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Semester</td>
<td>HITT 1305</td>
<td>Medical Terminology I</td>
<td>3</td>
</tr>
<tr>
<td>MDCA 1321</td>
<td>Administrative Procedures</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>MDCA 1343</td>
<td>Medical Insurance</td>
<td>3</td>
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<tr>
<td>MDCA 1205</td>
<td>Medical Law and Ethics</td>
<td>2</td>
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<tr>
<td>POFM 1400</td>
<td>Basic Medical Coding</td>
<td>4</td>
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<tr>
<td>MDCA 1166</td>
<td>Practicum I</td>
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<tr>
<td>Credit Hours</td>
<td></td>
<td>16</td>
<td></td>
</tr>
<tr>
<td>Second Semester</td>
<td>MDCA 1309 or VNSG 1420</td>
<td>Anatomy &amp; Physiology for Medical Assistants or Anatomy and Physiology for Allied Health</td>
<td>3</td>
</tr>
<tr>
<td>MDCA 1302</td>
<td>Human Disease/Pathophysiology</td>
<td>3</td>
<td></td>
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<tr>
<td>MDCA 1352</td>
<td>Medical Assistant Laboratory Procedures</td>
<td>3</td>
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<tr>
<td>PLAB 1223</td>
<td>Phlebotomy for Medical Assistants</td>
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**Summer Session I**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>BIOL 2401</td>
<td>Anatomy and Physiology I</td>
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<tr>
<td>BIOL 2402</td>
<td>Anatomy and Physiology II</td>
<td>1</td>
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<tr>
<td>MATH 1414</td>
<td>College Algebra</td>
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</tr>
<tr>
<td>MATH 1332</td>
<td>Contemporary Mathematics</td>
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| Select one of the following: |                              | 3            |
| SPCH 1311 | Introduction to Speech Communication       |              |
| SPCH 1315 | Public Speaking                             |              |
| SPCH 1318 | Interpersonal Communications               |              |
| SPCH 1321 | Business and Professional Communication    |              |
| MDCA 1154 | Medical Assisting Credentialing Exam Review |              |
| Credit Hours |                                           | 14           |
| Total Credit Hours |                                         | 60-61        |

<table>
<thead>
<tr>
<th>Fourth Semester</th>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>Humanities Elective (p. 91)</td>
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<td>3</td>
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<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
<td>1</td>
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</tr>
<tr>
<td>SPAN 1411</td>
<td>Beginning Spanish I for Non-Spanish Speakers</td>
<td>4</td>
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</tr>
<tr>
<td>POFM 2310</td>
<td>Intermediate Medical Coding</td>
<td>3</td>
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</tr>
<tr>
<td>MDCA 2266</td>
<td>CAPSTONE: Practicum III</td>
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<tr>
<td>Credit Hours</td>
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<td>15</td>
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</tbody>
</table>

| Total Credit Hours |                                         | 60-61        |

1 Identifies courses to fulfill minimum 15 credit hour General Education requirement
Patient Care Assistant

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. Students will attain three professional certificates for Alzheimer’s care.

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 the many facilities available to them such as home health, hospitals, nursing homes and hospice agencies.

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.

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%.

Advisory Committee Members

Ana L. Gonzalez, RN - Director of Nursing, WCC, RGC NSG & Rehab
Anna Hinojosa, RN, MSN - Chief Nursing Officer, Knapp Hospital
Ana Lopez, RN - Director of Nursing Rio Grande City Nursing & Rehab Center
Angelica Marquez, RN - Director of Nursing, Legend Transitional Care Center
Candi Constantine, MBA, MSN, RN, F.A.C.H.E., CEN, CPHQ, CPRHRM, McAllen Medical Center
Cat Domian, RN, MSN - Chief Nursing Officer, ERMC, ECH
Daliane Garza, Retama Nursing Center
Daniel Rodriguez, Legends Rehab

Eudolio Barrera, RN (ER Room), Starr County Memorial Hospital
Jacqueline Munguia, Knapp Medical Center
JoAnna Carmona, Amara Hospice
Joanne Shannon, RN - South Texas Health System
Jona Klassen, RN - Director of Nursing, South Texas Behavioral Center
Karen Soodeen, RN - Legend Transitional Care Center
Kathy Dassler, RN, MSN - Chief Nursing Officer, Rio Grande Regional Hospital
Kennetha Foster, MSN, RN - Chief Nursing Officer, Mission Regional Medical Center
Kim Warwick, MSN, RNC, CPHQ - Nursing Administration at McAllen Medical Center
Lanie H. Sunga, Starr County Memorial
Libby Smith, BSN, MBA - Director of Nursing, McAllen Heart Hospital
Macario Villarreal, Director of Nursing Operations, Retama Manor Health and Rehab
Martha Torres Saldivar, RN, BSN, MHA, Starr County Memorial Hospital
Norma Teran, DNP, MBA, RN - Chief Nursing Officer, Doctors Hospital at Renaissance
Pamela Bond, RN, MSN Director of Education, Rio Grande Regional Medical Center
Pat Palomo, RN, MSN, Valley Baptist Medical Center
Rina Lopez, LNFA, MED Admin, Rio Grande City Nursing & Rehab Center
Rina Villanueva, LNFA RGC NSG & Rehab
Rita Mata Guerrero, Director of Nursing Operations, Weslaco Rehab Hospital
Romero Valadares, RN, DON, Presidente Home Care Inc.
San Juanita Garcia, RN ADON, Retama Manor Health/Rehab.
Yolanda Rebeles, Knapp Medical Center
Ana L 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

Ex-Officio Members

Elizabeth Hernandez, Professional & Workforce Education, South Texas College
Lori Trevino, Continuing Education Operations, South Texas College
Maggie Handy, RN - Instructor, South Texas College
Maria Ayala, MSN, RN, VN - Assistant Chair, South Texas College
Nora Martinez, DNP, RN, FNP-BC - Assistant Chair, South Texas College
Christie Candelaria, EEd,MA, RN, CCRNK, CNE - A.D.N. Program Chair, South Texas College

Patient Care Assistant Certificate

Gainful Employment (https://www.southtexascollege.edu/ge/Patient-Care-Assistant/index.html)

TSI EXEMPT

Course | Title | Credit Hours
--- | --- | ---
NURA 1401 | Nurse Aide for Health Care | 4
NURA 1150 | Clinical I | 1
NUPC 1320 | Patient Care Technician/Assistant | 3
PLAB 1323 | Phlebotomy | 3
ECRD 1211 | Electrocardiography | 2
NUPC 1360 | CAPSTONE: Clinical II | 3

Total Credit Hours: 16

232 Patient Care Assistant
Pharmacy Technology

This program is a Selective Program. Application requirements are included in the description below.

The Pharmacy Technology program is jointly accredited by the American Society of Health-Systems Pharmacists (ASHP) and the Accreditation Council for Pharmacy Education (ACPE). This program prepares students to take a national certification exam approved by the Texas State Board of Pharmacy. The Pharmacy Technology program is a Pharmacy Technician Certification Board (PTCB) Recognized Sterile Compounding Education/Training Program.

The Pharmacy Technician Certification Exam (PTCE) pass rate for December 2017 graduates was 100%.

Pharmacy Technology Program

Associate of Applied Science

The Pharmacy Technology Associate of Applied Science degree combines pharmacy technology courses and general education courses to promote overall student development and enhance the knowledge base required for a variety of technician positions in pharmacy.

Graduates of the Associate of Applied Science degree may be eligible for teaching positions in pharmacy technology programs, and some continue their education to become pharmacists.

Application Requirements

All applicants must:

A. Participate in the required Prospective Student Information Session. For the session schedule, access the information online at http://nah.southtexascollege.edu.

B. Be admitted to the college as a high school graduate or GED equivalent, except for dual credit students.

C. Meet TSI College Readiness Standards, or meet TSI exemption standards. If the student qualifies for exemption, college-readiness scores for Reading, Writing, and Math are required for accreditation purposes.

D. Earn a minimum cumulative GPA of 2.5 on a 4.0 scale for all courses completed at STC or, if currently a high school student, a minimum cumulative GPA of 2.5 on a 4.0 scale on the high school transcript.

E. Be 18-years of age or older for practicum experiences.

F. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series.

G. Satisfy healthcare agency requirements prior to practicum experiences.

H. Submit a completed program application.

I. Meet the technical standards of the program.

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 Monday after spring break through the last Friday in May. Applications are available from the Pharmacy Technology Program website (http://nah.southtexascollege.edu).

Please contact the Program office for additional information or for an appointment with program faculty.

Application Deadline

Fall admission = last Friday in May.

State Board of Pharmacy Registration

The Texas State Board of Pharmacy requires registration of all pharmacy technician trainees. Students admitted to the program who successfully complete the first semester are responsible for becoming registered with the Texas State Board of Pharmacy at their own expense. Additional information regarding pharmacy technician trainee licensure may be found the Texas State Board of Pharmacy website: www.tsbp.state.tx.us.

The program chair will verify with the Texas State Board of Pharmacy the registration status of all students before the third semester. Students who are not registered with the Texas State Board of Pharmacy as a pharmacy technician trainee or a registered pharmacy technician will not be eligible to enrol in practicum courses. Registration Refusal for Persons with Criminal Backgrounds According to the Texas Pharmacy Act (Section 568.003): the Board of Pharmacy may refuse to issue a pharmacy technician registration to an individual who has been convicted of a felony, a misdemeanor involving moral turpitude, engaged in any fraud, deceit or misrepresentation, has a drug or alcohol dependency or has violated any federal or state pharmacy or drug laws.

Students having questions about this rule should contact the Texas State Board of Pharmacy (www.tsbp.state.tx.us).

Drug related felony convictions automatically disqualify an individual from taking the 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.

Advisory Committee Members

Adriana Pedraza, RPh, Doctors Hospital at Renaissance
Beatrice Godines, RPh, Mission Regional Medical Center
Emilio Garza, RPh, Doctors Hospital at Renaissance
David Castro, MBA, RPh, Weslaco Regional Rehabilitation Hospital
Vanessa Gomez, CPhT, Weslaco Regional Rehabilitation Hospital
Emmanuel Ruiz, CPhT, Walgreens
Joseph Sweet, CPhT, South Texas Health System
Diana Saucedo, CPhT, South Texas Health System
Fernando Uribe, CPhT, CVS Pharmacy

Ex-Officio Members

Wayne Williams, Program Chair, College Success for Healthcare

South Texas College 233
# Pharmacy Technology Associate of Applied Science

**TSI LIABLE**

## First Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHRA 1201</td>
<td>Introduction to Pharmacy</td>
<td>2</td>
</tr>
<tr>
<td>PHRA 1209</td>
<td>Pharmaceutical Mathematics I</td>
<td>2</td>
</tr>
<tr>
<td>PHRA 1202</td>
<td>Pharmacy Law</td>
<td>2</td>
</tr>
<tr>
<td>PHRA 1305</td>
<td>Drug Classification</td>
<td>3</td>
</tr>
<tr>
<td>PHRA 1306</td>
<td>Computerized Drug Delivery Systems</td>
<td>3</td>
</tr>
<tr>
<td>PHRA 1215</td>
<td>Pharmacy Terminology</td>
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**Credit Hours**: 14

## Second Semester

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<tr>
<td>PHRA 1347</td>
<td>Pharmaceutical Mathematics II</td>
<td>3</td>
</tr>
<tr>
<td>PHRA 1449</td>
<td>Institutional Pharmacy Practice</td>
<td>4</td>
</tr>
<tr>
<td>PHRA 1413</td>
<td>Community Pharmacy Practice</td>
<td>4</td>
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<tr>
<td>PHRA 1304</td>
<td>Pharmacotherapy and Disease Process</td>
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**Credit Hours**: 14

## Summer Session I

<table>
<thead>
<tr>
<th>Course</th>
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<tr>
<td>PHRA 1265</td>
<td>Practicum I: Entry Level Practice</td>
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**Credit Hours**: 2

## Third Semester

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<tr>
<td>PHRA 1441</td>
<td>Pharmacy Drug Therapy and Treatment</td>
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<tr>
<td>PHRA 1445</td>
<td>Compounding Sterile Preparations</td>
<td>4</td>
</tr>
<tr>
<td>PHRA 1491</td>
<td>Advanced Pharmacy Technology Practice</td>
<td>4</td>
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<tr>
<td>ENGL 1301</td>
<td>Composition I</td>
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**Credit Hours**: 14

## Fourth Semester

<table>
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<tbody>
<tr>
<td>PHRA 1143</td>
<td>Pharmacy Technician Certification Review</td>
<td>1</td>
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<tr>
<td>PHRA 1166</td>
<td>Practicum II Advanced Level Practice</td>
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<tr>
<td>PSYC 2301</td>
<td>General Psychology</td>
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<tr>
<td>SOCI 1301</td>
<td>Introductory Sociology</td>
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<tr>
<td>Math/Natural Sciences Elective $^2$</td>
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**Credit Hours**: 15

**Total Credit Hours**: 60

1. Identifies courses to fulfill minimum 15 credit hour General Education requirement
2. Students must take a 4 credit hour course in order to fulfill the Math and Natural Sciences Elective.
Accounting (ACNT)

ACNT 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.

ACNT 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.

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.

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.

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, meeting rising, 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 teaches the development of writing 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 (SGNL)

♦ SGNL 1301 Beginning American Sign Language I
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0
This is a comprehensive first semester Beginning American Sign Language course. This course will include an introduction to American Sign Language, Deaf culture, and to a brief history of sign and culture. Furthermore, students will also develop and learn expressive and receptive sign skills, together with the learning of numbers, sign vocabulary, and the manual alphabet. Class is conducted primary without voice.
Prerequisite: None.

♦ SGNL 1302 Beginning American Sign Language II
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This is a comprehensive second semester Beginning American Sign Language course. This course will include study of sign vocabulary, numbers, finger spelling, and Deaf culture. Furthermore, this course emphasizes on further development of receptive skills, expressive skills, application of rudimentary syntactical and grammatical structures, and an understanding of Deaf and Hearing cultures. Class is conducted primary without voice.
Prerequisite: SGNL 1301.

♦ SGNL 2301 Intermediate American Sign Language I
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This is a comprehensive Intermediate American Sign Language course. This course includes the integration of ASL expressive and receptive skills using bilingual techniques. Furthermore, a study of vocabulary, idioms, culture, literature, ASL linguistics, manual and non-manual aspects of ASL, and cross-cultural communication techniques will be an integral part of this course. This course is highly interactive, centering on lab exercises, peer critiques, guest speakers, and on the application of basic ethical behavior. Class is conducted primary without voice.
Prerequisite: SGNL 1301 and SGNL 1302 or departmental placement exam.

♦ SGNL 2302 Intermediate American Sign Language II
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This is a comprehensive Intermediate American Sign Language course. This course will include further application of introductory level interpreting and transliterating skills with appropriate RID guidelines governing ethical behavior. Furthermore, students will also be exposed to the literature and culture of the Deaf culture. In addition, this course provides students the opportunity to interpret for guest speakers. Class is conducted primary without voice.
Prerequisite: SGNL 2301.
## Anthropology (ANTH)

**ANTH 2301**  
Physical Anthropology  
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course is the study of human origins and bio-cultural adaptations. Topics may include primatology, genetics, human variation, forensics, health, and ethics in the discipline.  
Prerequisite: TSI complete in Reading and Writing, or equivalent.

**ANTH 2302**  
Introduction to Archeology  
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course is the study of the human past through material remains. This course includes a discussion of methods and theories relevant to archeological inquiry. Topics may include the adoption of agriculture, response to environmental change, the emergence of complex societies, and ethics in the discipline.  
Prerequisite: TSI complete in Reading and Writing, or equivalent.

**ANTH 2346**  
General Anthropology  
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This is a study of human beings, their antecedents and related primates and their cultural behavior and institutions. This course introduces the major sub-fields: physical and cultural anthropology, archaeology, linguistics and ethnology. (Crosslisted as HUMA 2323.)  
Prerequisite: TSI complete in Reading and Writing, or equivalent.

**ANTH 2351**  
Cultural Anthropology  
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course is the study of human cultures. Topics may include social organization, institutions, diversity, interactions between human groups, and ethics in the discipline.  
Prerequisite: TSI complete in Reading and Writing, or equivalent.

## Applied Mathematics (TECM)

**TECM 1303**  
Technical Calculations  
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0  
This course is a review of specific mathematical functions calculations including fractions, decimals, proportions, perimeters, areas, volumes of geometric figures, and certain algebraic/trigonometric functions, as required by specific businesses, health occupations and industries for successful on-the-job performance.  
Prerequisite: None.

## Applied Music (MUAP)

**MUAP 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 of 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.

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South Texas College 237
**MUAP 1210**  
**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 1230, 2210 and 2230.  
**Prerequisite:** None.

**MUAP 1211**  
**Applied Euphonium I**  
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 1212**  
**Applied Oboe I**  
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 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.  
**Prerequisite:** 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.  
**Prerequisite:** 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.  
**Prerequisite:** 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.  
**Prerequisite:** 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.  
**Prerequisite:** 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.  
**Prerequisite:** 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.  
**Prerequisite:** 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 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 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, 2221 and 2222.  
**Prerequisite:** 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, 2222 and 2222.  
**Prerequisite:** 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, 2223 and 2223.  
**Prerequisite:** 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, 2224 and 2224.  
**Prerequisite:** 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 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 of 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 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 1236, 2216 and 2236.

Prerequisite: None.

MUAP 1237

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 1237, 2217 and 2237.

Prerequisite: None.

MUAP 1238

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 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 Base 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, 2221 and 2222.
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, 2222 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, 2223 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, 2224 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, 2225 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, 2226 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, 2227 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, 2228 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, 2229 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, 2230 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, 2231 and 2231.
Prerequisite: None.
ARCH 1301
Architectural History I
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is part one of a survey of the history of world architecture from pre-history to the present. This course focuses on the period from pre-history up to at least the 14th Century. This course is intended to fulfill all or part of the following National Architectural Accrediting Board (NAAB) Student Performance Criteria for History and Global Culture.
Prerequisite: None.

ARCH 1302
Architectural History II
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is part two of a survey of the history of world architecture from pre-history to the present. This course focuses on the period of neo-classicism up to the modern era. This course is intended to fulfill all or part of the following National Accrediting Board (NAAB) Student Performance Criteria: History and Global Culture.
Prerequisite: None.

ARCH 1303
Architectural 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.

ARCH 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.

ARCH 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.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Credits</th>
<th>Lecture</th>
<th>Lab</th>
<th>Other</th>
<th>Prerequisite(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS 1303</td>
<td>Architectural Design I</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>CRT HRS:3 LEC HRS:3 LAB HRS:3 OTH HRS:0 This course is an introductory studio providing foundation in the conceptual, perceptual, and manual skills necessary for two-dimensional and three-dimensional design. This course is intended to fulfill all or part of the following National Architectural Accrediting Board (NAAB) Student Performance Criteria of Professional Communication Skills, Design Thinking Skills, Architectural Design Skills and Ordering Skills. Prerequisite: ARCH 1311.</td>
</tr>
<tr>
<td>ARTS 1312</td>
<td>Design II</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0 This course is an introductory studio providing foundation in the conceptual, perceptual, and manual skills necessary for two-dimensional and three-dimensional design. This course is intended to fulfill all or part of the following National Architectural Accrediting Board (NAAB) Student Performance Criteria of Professional Communication Skills, Design Thinking Skills, Architectural Design Skills and Ordering Skills. Prerequisite: ARTS 1311 or approval of the instructor.</td>
</tr>
<tr>
<td>ARTS 1316</td>
<td>Drawing I</td>
<td>3</td>
<td>2</td>
<td>4</td>
<td>0</td>
<td>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.</td>
</tr>
<tr>
<td>ARTS 1325</td>
<td>Drawing and Painting (for Non-Art Majors)</td>
<td>3</td>
<td>2</td>
<td>4</td>
<td>0</td>
<td>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.</td>
</tr>
<tr>
<td>ARTS 2313</td>
<td>Design Communications I</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>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 2348.</td>
</tr>
<tr>
<td>ARTS 2323</td>
<td>Life Drawing I</td>
<td>3</td>
<td>2</td>
<td>4</td>
<td>0</td>
<td>CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0 This 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 2315 or approval of the instructor.</td>
</tr>
<tr>
<td>ARTS 2326</td>
<td>Sculpture I</td>
<td>3</td>
<td>2</td>
<td>4</td>
<td>0</td>
<td>CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0 This course is an exploration of ideas using sculpture media and techniques. Prerequisite: None.</td>
</tr>
</tbody>
</table>
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.

ARTS 2347
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.

ARTS 2348
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.

ARTS 2356
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.
Prerequisite: None.

ARTS 2357
Photography II (Fine Arts Emphasis)
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0
This course extends the students’ knowledge of technique and guides them in developing personal outlooks toward specific applications of the photographic process. Additional material costs for paper and printing will be required in this course and is the responsibility of the student to purchase these materials when needed.
Prerequisite: ARTS 2356 or approval of instructor.

ARTS 2389
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 1311, ARTS 1312, ARTS 1316, ARTS 1317.

ASL/Interpreting Studies (SLNG)

SLNG 1300
Fundamentals for Deaf Support Specialist/Service Provider
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is designed to instruct students in how to work with deaf consumers in a variety of settings including but not limited to job coaching, mentoring, tutoring, and/or advocacy work.
Prerequisite: None.

SLNG 1304
American Sign Language (ASL) I
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0
This course is an introduction to the basic skills needed in the production and comprehension of American Sign Language (ASL). Course work includes focus on the manual alphabet, numbers, conversational skills, culturally appropriate behaviors, and ASL grammar.
Prerequisite: None.

SLNG 1305
American Sign Language (ASL) II
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0
ASL Beginning II develops receptive and expressive ability and allows for recognition and demonstration of more sophisticated grammatical features of American Sign Language (ASL). This course increases fluency and accuracy in fingerspelling and numbers, and provides opportunities for interaction within the deaf community.
Prerequisite: SLNG 1304 or SLNG 1301.

SLNG 1311
Fingerspelling and Numbers
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0
This course develops expressive and receptive fingerspelling skills. Receptive skills focus on whole-word and phrase recognition as well as identifying fingerspelling words in context. Expressive skills focus on the development of speed, clarity, and fluency.
Prerequisite: SLNG 1304 or SLNG 1301.

SLNG 1315
Visual/Gestural Communication
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0
This course develops skills in non-verbal communication. This course emphasizes the use and understanding of facial expression, gestures, pantomime, and body language. Instructional methods include the creation and/or performance of stories using these elements.
Prerequisite: SLNG 1304 or SLNG 1301.

SLNG 1317
Introduction to the Deaf Community
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is an overview of the physical, educational, social, and cultural implications of deafness and hearing loss within the context of an individual's personal life, family and community in today's multicultural society. Coursework focuses on current educational and vocational programs, legislation, technology, and other pertinent issues.
Prerequisite: None.

SLNG 1321
Introduction to the Interpreting Profession
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is an overview of the field of sign language interpretation. The class provides an historical framework for the principles, ethics, roles, responsibilities, and standard practices of the interpreting profession.
Prerequisite: None.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>LEC HRS</th>
<th>LAB HRS</th>
<th>OTH HRS</th>
<th>Description</th>
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<tr>
<td>SLNG 1344</td>
<td>American Sign Language (ASL) III</td>
<td>3</td>
<td>3</td>
<td>1</td>
<td>CRT This course integrates and refines expressive and receptive skills in American Sign Language (ASL), which includes recognition of sociolinguistic variations. The preferred method of instruction will be a practice oriented approach to language acquisition, which includes the use of multimedia. Prerequisite: SLNG 1305 or SNGL 1302.</td>
</tr>
<tr>
<td>SLNG 1345</td>
<td>American Sign Language (ASL) IV</td>
<td>3</td>
<td>3</td>
<td>1</td>
<td>CRT 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 SNGL 2301.</td>
</tr>
<tr>
<td>SLNG 1350</td>
<td>Sign-to-Voice</td>
<td>3</td>
<td>3</td>
<td>1</td>
<td>CRT 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 SNGL 1302.</td>
</tr>
<tr>
<td>SLNG 2186</td>
<td>Capstone: Internship I</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>CRT Internship I is an external experience 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.</td>
</tr>
<tr>
<td>SLNG 2187</td>
<td>Internship I- Deaf Support/Sign Language Interpreter</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>CRT Internship I is an external experience 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.</td>
</tr>
<tr>
<td>SLNG 2188</td>
<td>Capstone: Internship II</td>
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<td>0</td>
<td>CRT Internship II is an external experience 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.</td>
</tr>
<tr>
<td>SLNG 2189</td>
<td>Capstone: Internship III</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>CRT 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.</td>
</tr>
<tr>
<td>SLNG 2303</td>
<td>Transliterating</td>
<td>3</td>
<td>3</td>
<td>1</td>
<td>CRT Transliterating is an experience external to the college for an advanced student in a specialized field involving a written agreement between the college 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.</td>
</tr>
<tr>
<td>SLNG 2330</td>
<td>Advanced Techniques for Deaf Support Specialist/Service Providers</td>
<td>3</td>
<td>3</td>
<td>1</td>
<td>CRT 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 SNGL 2302, SLNG 1300.</td>
</tr>
<tr>
<td>SLNG 2370</td>
<td>Trilingual Interpreting I</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>CRT Trilingual Interpreting I 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 SNGL 2301), SLNG 2187, SLNG 2401, SLNG 1345, SLNG 2411, SLNG 1350, and Mid-Program Evaluation.</td>
</tr>
<tr>
<td>SLNG 2372</td>
<td>Trilingual Interpreting II</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>CRT Trilingual Interpreting II 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 SNGL 2301), SLNG 2187, SLNG 2401, SLNG 1345, SLNG 2411, SLNG 1350, and Mid-Program Evaluation.</td>
</tr>
<tr>
<td>SLNG 2373</td>
<td>Latino Interpreting Issues</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>CRT Latino Interpreting Issues 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 SNGL 2301), SLNG 2187, SLNG 2401, SLNG 1345, SLNG 2411, SLNG 1350, and Mid-Program Evaluation.</td>
</tr>
</tbody>
</table>

South Texas College 245
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 equivalence from source language to target language.
Prerequisite: ENGL 1301, DRAM 1351, BIOL 1408, SOCW 2361, PHIL 2306, SLNG 1321, SLNG 1311, SLNG 1345 (or SGNL 2302), SLNG 2187, SLNG 2401, and Mid-Program Evaluation.

SLNG 2431
Interpreting in Specialized Settings
CRT HRS: 4  LEC HRS: 4  LAB HRS: 1  OTH HRS: 0
This course focuses on interpreting/transliterating for special populations (e.g., deaf/blind, high visual, oral deaf) in a variety of settings (e.g., religious, artistic, medical, legal, mental health). Activities are designed to reinforce basic theories and techniques related to working with special populations in various settings.
Prerequisite: SLNG 1321, SLNG 1344 or SGNL 2301.

SLNG 2434
American Sign Language (ASL) V
CRT HRS: 4  LEC HRS: 3  LAB HRS: 2  OTH HRS: 0
This course will provide students with expanding knowledge and utilization of American Sign Language (ASL) vocabulary demonstrating semantic accuracy and discourse strategies. Theory and practice of major linguistic principles in ASL will be discussed.
Prerequisite: ENGL 1301, DRAM 1351, BIOL 1408, SOCW 2361, PHIL 2306, SLNG 1321, SLNG 1311, SLNG 1344 (or SGNL 2301), SLNG 2187, SLNG 2401, SLNG 1345, SLNG 2411, SLNG 1350, 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 automobile 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: AUMT 1407.

AUMT 1345
Automotive Climate Control Systems
CRT HRS: 3  LEC HRS: 2  LAB HRS: 4  OTH HRS: 0
This course covers the theory of automotive air conditioning and heating systems, including diagnosis and repair of manual/electronic climate control systems. Emphasis is placed on the basic refrigeration cycle and diagnosis and repair of system malfunctions. EPA guidelines for refrigerant handling and new refrigerant replacements are also covered.
Prerequisite: DEMR 1401 or AUMT 1407.

AUMT 1407
Automotive Electrical Systems
CRT HRS: 4  LEC HRS: 2  LAB HRS: 6  OTH HRS: 0
This course is an overview of automotive electrical systems including topics in operational theory, testing, diagnosis, and repair of, charging and starting systems, and electrical accessories. Emphasis is placed on electrical principles, schematic diagrams and service publications.
Prerequisite: None.

AUMT 1410
Automotive Brake Systems
CRT HRS: 4  LEC HRS: 2  LAB HRS: 8  OTH HRS: 0
This course covers the operation and repair of drum/disc type brake systems. Topics include brake theory, diagnosis, and repair of power, manual, anti-lock brake systems, and parking brakes.
Prerequisite: AUMT 1407.
### South Texas College

#### Automotive Automatic Transmission and Transaxle

**AUMT 2425**

**Prerequisite:** Concurrent enrollment in AUMT 1407.

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This course is a study of the operation, hydraulic circuits and electronic controls, and related circuits of modern automatic transmissions and automatic transaxles. Diagnosis, disassembly, and assembly procedures with emphasis on the use of special tools and proper repair techniques are covered.

**Prerequisite:** AUMT 1407.

#### Automotive Electrical Diagnosis and Repair

**AUMT 2421**

**Prerequisite:** Concurrent enrollment in AUMT 1407.

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</table>

This course covers the repair of automotive electrical subsystems, lighting, instrumentation, and accessories. Emphasis is placed on accurate diagnosis and proper repair methods using various troubleshooting skills and techniques.

**Prerequisite:** AUMT 1407.

### Bakery/Pastry Chef (PSTR)

#### Cake Baking and Production

**PSTR 1305**

**Prerequisite:** AUMT 2417.

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<th>CRT HRS:</th>
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This course covers principles and techniques of cake production. Emphasizes ingredients identification, functions, mixing, and baking.

**Prerequisite:** None.

#### Cake Decorating I

**PSTR 1306**

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<tr>
<th>CRT HRS:</th>
<th>LEC HRS:</th>
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This course is an introduction to skills, concepts and techniques of cake decorating.

**Prerequisite:** None.

### General Workplace Training

#### CAPSTONE: Practicum I

**PSTR 1264**

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<thead>
<tr>
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<th>LEC HRS:</th>
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</table>

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.

#### CAPSTONE: Practicum IV- GM ASEP

**AUMT 2266**

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</table>

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.

#### CAPSTONE: Practicum III-GM ASEP

**AUMT 2267**

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</table>

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.

#### Cake Decorating II

**PSTR 1310**

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<th>CRT HRS:</th>
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</table>

This course is an introduction to skills, concepts and techniques of cake decorating.

**Prerequisite:** None.

#### Quantity Bakeshop Production

**PSTR 1342**

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<thead>
<tr>
<th>CRT HRS:</th>
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</table>

This course covers advanced baking techniques to include volume production of a variety of breads and desserts.

**Prerequisites:** PSTR 1301 and CHEF 1305.
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.

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.

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.

Microbiology for 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, 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.

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.

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.

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.

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.

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.

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.

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 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.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSI 2301</td>
<td>Business Law</td>
<td>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.</td>
</tr>
<tr>
<td>BUSI 2305</td>
<td>Business Statistics</td>
<td>This course covers descriptive and inferential statistical techniques for business and economic decision-making. Topics include the collection, description, analysis, and summarization of data; probability; discrete and continuous random variables; the binomial and normal distributions; sampling distributions; tests of hypotheses; estimation and confidence intervals; linear regression; and correlation analysis. Statistical software is used to analyze data throughout the course. (BUSI 2305 is included in the Business Field of Study) Prerequisite: MATH 1324 Mathematics for Business &amp; Social Sciences or MATH 1414 College Algebra and BCIS 1305 Business Computer Applications.</td>
</tr>
<tr>
<td>BMGT 1301</td>
<td>Supervision</td>
<td>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.</td>
</tr>
<tr>
<td>BMGT 1305</td>
<td>Communications in Management</td>
<td>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.</td>
</tr>
<tr>
<td>BMGT 1309</td>
<td>Information and Project Management</td>
<td>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.</td>
</tr>
<tr>
<td>BMGT 1391</td>
<td>Business Conduct</td>
<td>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.</td>
</tr>
<tr>
<td>BMGT 2168</td>
<td>CAPSTONE: Accounting Practicum</td>
<td>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.</td>
</tr>
<tr>
<td>BMGT 2268</td>
<td>CAPSTONE: Business Administration Practicum</td>
<td>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.</td>
</tr>
<tr>
<td>BMGT 2303</td>
<td>Problem Solving and Decision Making</td>
<td>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.</td>
</tr>
<tr>
<td>MRKG 1301</td>
<td>Customer Relationship Management</td>
<td>Topics in this course address general principles of customer relationship management including skills, knowledge, attitudes, and behaviors. Prerequisite: None.</td>
</tr>
<tr>
<td>MRKG 1311</td>
<td>Principles of Marketing</td>
<td>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.</td>
</tr>
<tr>
<td>MRKG 1313</td>
<td>Public Relations</td>
<td>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.</td>
</tr>
<tr>
<td>MRKG 2333</td>
<td>Principles of Selling</td>
<td>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.</td>
</tr>
<tr>
<td>MRKG 2349</td>
<td>Advertising and Sales Promotion</td>
<td>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.</td>
</tr>
</tbody>
</table>
Chemistry (CHEM)

♦ CHEM 1405
Introducory Chemistry I for Non-Science Majors
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a survey course introducing inorganic chemistry designed for students who are not science majors. Fundamental concepts are presented in lecture and laboratory including the periodic table, atomic structure, chemical bonding, reactions, stoichiometry, states of matter, properties of metals, nonmetals, nonmetals and compounds, chemical nomenclature, acid-base theory, oxidation-reduction, solutions and chemical applications in everyday life. Descriptive chemistry is emphasized.
Prerequisite: TSI Complete in Math or MATH 0100 with a grade of "C" or better.

♦ CHEM 1407
Introducory Chemistry II for Non-Science Majors
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a continuation of CHEM 1405 introducing chemistry designed for students who are not science majors. It surveys organic chemistry and biochemistry. The reactions, syntheses, nomenclature, uses, purposes and properties of the important classes of organic and biochemical compounds are studied and its applications to everyday life.
Prerequisite: CHEM 1405.

♦ CHEM 1409
General Chemistry for Engineering Majors
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is the fundamental principles of chemistry for engineering majors; topics include measurements, fundamental properties of matter, states of matter, chemical reactions, acid-base concepts, chemical stoichiometry, periodicity of elemental properties, atomic structure, chemical bonding, molecular structure, solutions, properties of gases, phase-diagrams, introduction to chemical equilibrium, chemical thermodynamics, electrochemistry, and an introduction to descriptive inorganic chemistry and organic chemistry.
* Students taking CHEM 1409 to fulfill the Life and Physical Science elective must take CHEM 1412 to complete the sequence. Students should not take both CHEM 1411 and CHEM 1409.
Prerequisite: MATH 1414 with a grade of "C" or better.

♦ CHEM 1411
General Chemistry I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course will cover fundamental principles of chemistry for majors in the sciences, health sciences and engineering; topics include measurements, fundamental properties of matter, states of matter, chemical reactions, chemical stoichiometry, periodicity of elemental properties, atomic structure, chemical bonding, molecular structure, solutions, property gasses, and an introduction to thermodynamics and descriptive chemistry. Basic laboratory experiments supporting theoretical principles presented in CHEM 1411 will be performed. Introduction of the scientific method, experimental design, chemical instrumentation, data collection and analysis, and preparation of laboratory reports will be emphasized.
Prerequisite: TSI complete in Reading and completion of MATH 1414 with a grade of "C" or better or equivalent.

♦ CHEM 1412
General Chemistry II
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course will cover chemical equilibrium; phase diagrams and spectrometry; acid-base concepts; thermodynamics; kinetics; electrochemistry; nuclear chemistry; an introduction to organic chemistry and descriptive inorganic chemistry. Basic laboratory experiments supporting theoretical principles presented in CHEM 1412 will be performed. Introduction of the scientific method, experimental design, chemical instrumentation, data collection and analysis, and preparation of laboratory reports will be emphasized.
Prerequisite: CHEM 1411 with a grade of "C" or better.

♦ CHEM 2423
Organic Chemistry I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
Fundamental principles of organic chemistry will be studied, including the structure, bonding, properties, and reactivity of organic molecules; and properties and behavior of organic compounds and their derivatives. Emphasis is placed on organic synthesis and mechanisms. Includes study of covalent and ionic bonding, nomenclature, stereochemistry, structure and reactivity, reaction mechanisms, functional groups, and synthesis of simple molecules. Laboratory activities will reinforce fundamental principles presented in CHEM 2423 lecture. Methods for the purification and identification of organic compounds will be examined. THIS COURSE IS INTENDED FOR STUDENTS IN SCIENCE OR PRE-PROFESSIONAL PROGRAMS.
Prerequisite: CHEM 1412 with a grade of "C" or better.

♦ CHEM 2425
Organic Chemistry II
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
Advanced principles of organic chemistry will be studied, including the structure, properties, and reactivity of aliphatic and aromatic organic molecules; and properties and behavior of organic compounds and their derivatives. Emphasis is placed on organic synthesis and mechanisms. Includes study of covalent and ionic bonding, nomenclature, stereochemistry, structure and reactivity, reaction mechanisms, functional groups, and synthesis of simple molecules. Laboratory activities reinforce advanced principles of organic chemistry presented in CHEM 2425 lecture. THIS COURSE IS INTENDED FOR STUDENTS IN SCIENCE OR PRE-PROFESSIONAL PROGRAMS.
Prerequisite: CHEM 2423 with a grade of "C" or better.

Child Care & Dev (CDEC)

CDEC 1167
Capstone: Field Study Infant/Toddler
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:7
This course provides practical, general workplace training in the Child Care field supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Concurrent enrollment in or completion of CDEC 1319 with a "C" or better and permission from the department.

CDEC 1313
Curriculum Resources for Early Childhood Programs
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of the fundamentals developmentally appropriate curriculum design and implementation in early care and education programs for children.
Prerequisite: None.
Child Guidance
CRTC 1319
CRT HRS:3 LEC HRS:2 LAB HRS:0 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.

The Infant and Toddler
CRTC 1321
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of appropriate infant and toddler (birth to 3 years) programs, including an overview of development, quality care giving routines, learning environments, materials and activities, and teaching/guiding techniques.
Prerequisite: None.

Observation and Assessment
CRTC 1323
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of observation skills, assessment techniques, and documentation of children's development.
Prerequisite: None.

CDA Preparation for Assessment
CRTC 1341
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the preparation for the Child Development Associate (CDA) credential assessment includes writing CDA competency statements, completing a CDA professional resource file, and preparing for formal CDA observation and assessment.
Prerequisite: TECA 1354, TECA 1318, TECA 1303 and TECA 1311.

Emergent Literacy for Early Childhood
CRTC 1356
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an exploration of principles, methods, and materials for teaching young children language and literacy through a play-based, integrated curriculum.
Prerequisite: None.

Creative Arts for Early Childhood
CRTC 1358
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an exploration of principles, methods, and materials for teaching young children music, movement, visual arts, and dramatic play through process-oriented experiences to support divergent thinking.
Prerequisite: None.

Children with Special Needs
CRTC 1359
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of information regarding children with special needs including possible causes and characteristics of exceptionalities, intervention strategies, available resources, referral processes, the advocacy role, and legislative issues.
Prerequisite: None.

Child Development Associate Training I
CRTC 1417
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This course is based on the requirements for the Child Development Associate credential (CDA). Topics include a CDA overview, general observation skills, and a child growth and development overview. The four functional areas of study covered in this course include creative, cognitive, physical, and communication.
Prerequisite: Program Chair Approval.

Child Development Associate Training II
CRTC 2422
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This course is a continuation of the study of the requirements for the Child Development Associate credential (CDA). The six functional areas of study covered in this course include safety, health, learning environment, self, social, and guidance.
Prerequisite: Completion of CRTC 1417 with a grade of "C" or better.

Child Development Associate Training III
CRTC 2436
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is an advanced study of the skills and techniques in administering early care and education programs including staff development, curriculum planning and delivery, and adult learning theory.
Prerequisite: CRTC 2326.

Child Guidance
CRTC 2166
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:7
This course provides practical, general workplace training in the Child Care field supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Concurrent enrollment in or completion of CRTC 1319 with a "C" or better and permission from the department.

Capstone: Administration
CRTC 2307
CRT 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.

Capstone: Administration
CRTC 2328
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a practical application of management procedures for early child care and education programs, including a study of planning, operating, supervising, and evaluating programs. Course topics include philosophy, types of programs, policies, fiscal management, regulations, staffing, evaluation, and communication.
Prerequisite: Six credits In Child Development courses or Program Chair approval.

Capstone: Administration
CRTC 2336
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is an in-depth study of the skills and techniques in managing early care and education programs, including legal and ethical issues, personnel management, team building, leadership, conflict resolution, stress management, advocacy, professionalism, fiscal analysis, and planning parent education/partnerships.
Prerequisite: CRTC 2326.

Capstone: Field Study Preschool
CRTC 2166
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:7
This course provides practical, general workplace training in the Child Care field supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Concurrent enrollment in or completion of CRTC 1319 with a "C" or better and permission from the department.

Capstone: Administration
CRTC 2307
CRT 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.

Capstone: Administration
CRTC 2328
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a practical application of management procedures for early child care and education programs, including a study of planning, operating, supervising, and evaluating programs. Course topics include philosophy, types of programs, policies, fiscal management, regulations, staffing, evaluation, and communication.
Prerequisite: Six credits In Child Development courses or Program Chair approval.

Capstone: Administration
CRTC 2336
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is an in-depth study of the skills and techniques in managing early care and education programs, including legal and ethical issues, personnel management, team building, leadership, conflict resolution, stress management, advocacy, professionalism, fiscal analysis, and planning parent education/partnerships.
Prerequisite: CRTC 2326.

Capstone: Administration
CRTC 2422
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This course is a continuation of the study of the requirements for the Child Development Associate credential (CDA). The six functional areas of study covered in this course include safety, health, learning environment, self, social, and guidance.
Prerequisite: Completion of CRTC 1417 with a grade of "C" or better.
**Child Care & Devlpmt (TECA)**

- **TECA 1303**
  Family, School, and Community
  CRT HRS:3   LEC HRS:3   LAB HRS:1   OTH HRS:0
  This course is a study of the child, family, community, and schools, including parent education and involvement, family and community lifestyles, child abuse, and current family life issues. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth through age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. The course includes a minimum of 16 hours of field experiences.
  **Prerequisite:** None.

- **TECA 1311**
  Educating Young Children
  CRT HRS:3   LEC HRS:3   LAB HRS:1   OTH HRS:0
  This course is an introduction to the education of the young child, including developmentally appropriate practices and programs, theoretical and historical perspectives, ethical and professional responsibilities, and current issues. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth through age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations; and the course includes a minimum of 16 hours of field experiences.
  **Prerequisite:** None.

- **TECA 1318**
  Wellness of the Young Child
  CRT HRS:3   LEC HRS:3   LAB HRS:1   OTH HRS:0
  This is a study of the factors that impact the well-being of the young child including healthy behavior, food, nutrition, fitness, and safety practices. Focuses on local and national standards and legal implications of relevant policies and regulations. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth to age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations; and the course includes a minimum of 16 hours of field experiences.
  **Prerequisite:** None.

- **TECA 1354**
  Child Growth and Development
  CRT HRS:3   LEC HRS:3   LAB HRS:0   OTH HRS:0
  This is a study of the physical, emotional, social, language, and cognitive factors impacting growth and development of children through adolescence.
  **Prerequisite:** None.

**Coll. Success-Hlth Care (CSFH)**

- **CSFH 0101**
  College Success for Healthcare
  CRT HRS:3   LEC HRS:3   LAB HRS:0   OTH HRS:0
  This course aids the healthcare student to perform successfully in healthcare education by understanding his or her personal learning style, understanding and using college policies and procedures including clinical requirements, criminal background authorizations, vaccinations, drug and alcohol testing, managing time, memorizing information, reading textbooks for maximum learning, taking effective notes from lectures and books, maximizing test scores, thinking critically, communicating well both orally and in writing, by learning and applying library and technological healthcare research techniques, and by learning about each of the healthcare professions taught at South Texas College. Some healthcare programs award points toward selection for completion of CSFH with a grade of “A” or “B”. This course fulfills a requirement for all first-time developmental students who are not TSI complete, and for all students (including transfer students) with grade point averages below 2.0. It is not required for students who are TSI exempt.
  **Prerequisite:** None.

**Comm System Install (CSIR)**

- **CSIR 1355**
  Industry Certifications
  CRT HRS:3   LEC HRS:3   LAB HRS:0   OTH HRS:0
  This course prepares the student for the certifications required by industry.
  **Prerequisite:** None.

**Commercial Art (ARTC)**

- **ARTC 1413**
  Digital Publishing I
  CRT HRS:4   LEC HRS:3   LAB HRS:3   OTH HRS:0
  This course is the study of the fundamentals of using digital layout as a primary publishing tool and the basic concepts and terminology associated with typography and page layout.
  **Prerequisite:** 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 night architectural landscapes, and construction progress.
  **Prerequisite:** None.
Communication (COMM)

♦ COMM 1307
Introduction to Mass Communication
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a survey of basic content and structural elements of mass media and their functions and influences on society.
Prerequisite: TSI complete in Reading and Writing, or equivalent.

♦ COMM 2305
Editing and Layout
CRT HRS:3  LEC HRS:2  LAB HRS:2  OTH HRS:0
This is a course in the editing and layout processes, with emphasis on accuracy and fairness, including the principles and techniques of design.
Prerequisite: Completion of COMM 1307, COMM 2327, COMM 2330, and ENGL 1301.

♦ COMM 2311
Media Writing
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0
This course focuses on the fundamentals of writing for the mass media. This course includes instruction in professional methods and techniques for gathering, processing and delivering content.
Prerequisite: TSI complete in Reading and Writing, or equivalent.

♦ COMM 2315
News Reporting
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0
This course focuses on advanced news-gathering and writing skills. It concentrates on the three-part process of producing news stories: discovering the news, reporting the news, and writing the news in different formats.
Prerequisite: COMM 2311.

♦ COMM 2327
Introduction to Advertising
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course covers the fundamentals of advertising, including marketing theory and strategy, copy writing, design, and selection of media.
Prerequisite: Completion of ENGL 1301.

♦ COMM 2330
Introduction to Public Relations
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course explores the history and development of public relations. Presentation of the theory behind and process of public relations, including the planning, implementation, and evaluation of PR campaigns.
Prerequisite: Completion of ENGL 1301.

♦ COMM 2339
Writing for Radio, Television, and Film
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is an introduction to basic script formats, terminology, and writing techniques, including the writing of commercials, public service announcements, promotions, news, documentary, and fictional materials.
Prerequisite: ENGL 1302 and completion of or concurrent enrollment in COMM 2305.

♦ COMM 2389
Academic Cooperative
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is an instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of communication.
Prerequisite: Completion of COMM 1307, COMM 2327, COMM 2330, COMM 2305, and COMM 2339.

Comp & Info Science (ITSC)

ITSC 1405
Introduction to PC Operating Systems
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course is a study of personal computer operating systems. Topics include installation and configuration, file management, memory and storage management, control of peripheral devices, and use of utilities.
Prerequisite: None.

ITSC 1407
UNIX Operating System I
CRT HRS:4  LEC HRS:3  LAB HRS:4  OTH HRS:0
This course is the study of the UNIX operating system including multi-user concepts, terminal emulation, use of system editor, basic UNIX commands, and writing script files. Topics include introductory systems management concepts.
Prerequisite: 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. Topics include introductory systems management concepts.
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: ITSY 2459.

ITSC 2346
Computer Center Management
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course instructs the student in assessing the needs of a computing center as well as the general principles of hardware and software acquisition, maintenance, licensing, and improving usage scheduling. Emphasis is placed on interpersonal communication and management skills.
Prerequisite: ITNW 2435 or ITSY 2441.
**ITSC 2439**

Personal Computer Help Desk

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 3305**

System Analysis and Design

CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0

This course provides an introduction to the system design and development process, including structured programming logic, computer-based problem-solving concepts, and algorithm design. Individual topics will include program flowcharting and pseudo-coding, input/output techniques, control structures (including sequence, design, and repetition structures), procedures/functions/methods, modularization, file handling, and user documentation. Basic concepts of object-oriented programming are also introduced.

*Prerequisite:* Program Chair approval.

**CITP 3306**

Internet/Intranet Server Integration

CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0

This course is an in-depth study in the designing, installing, and administration of Windows and Linux-based servers. Use of scripting languages to administer servers will be used.

*Prerequisite:* ITNW 1425 or CPTM 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 simple input and output, conditionals, and use of standard structures in the language. The concepts covered in the scripting language will include formatting, enhancements and error detection.

*Prerequisite:* CITP 3305 with a grade of "C" or better and Program Chair approval.

**CITP 3311**

Reverse Software Engineering

CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0

This course provides a study of reverse software engineering concepts and hands-on training with reverse engineering tools including disassemblers, decompilers and code analyzers.

*Prerequisite:* CITP 3310 with a grade of "C" or better and Program Chair approval.

**CITP 3312**

Fundamentals of Information Security

CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0

This course synthesizes technical material covered in prior courses to monitor, audit, analyze, and revise computer and network security systems to ensure appropriate levels of protection are in place.

*Prerequisite:* 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.

**CITP 4316**

Advanced Web Design

CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0

This course will introduce the paradigm of web development by utilizing server-side technology. Data-driven web applications will be created by applying programming, security and database management techniques. Topics include, but are not limited to, dynamic web page generation, basic web server configuration and database connectivity.

*Prerequisite:* CITP 3310 and (ITSE 1411 or COSC 1315) with a grade of "C" or better and Program Chair approval.

**CITP 4330**

Advanced Network Security

CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0

This course prepares students to synthesize technical material covered in prior courses to perform a comprehensive security audit on a network infrastructure. Includes configuring secure hardware and software firewalls. Emphasis will be placed on overall network security processes and competencies covered on security certification exams.

*Prerequisite:* CITP 3312 with a grade of "C" or better and Program Chair approval.

**CITP 4340**

Special Topics Course - CIT

CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0

In this course, students will utilize knowledge from previous course work to create a programming project. The programming project has to adhere to the given topic of study. The topic of study chosen by the instructor may change from semester to semester.

*Prerequisite:* CITP 4350 with a grade of "C" or better and Program Chair approval.
CITP 4346  
Cyber Law and Digital Forensics  
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0  
This course presents the laws and legal issues that impact law enforcement, businesses, and investigators when preserving, collecting, and analyzing digital data and evidence of computer crimes. Students will examine the tools and techniques required to conduct a successful investigation of illegal activities related to information technology.  
Prerequisites: CITP 3312 with a grade of "C" or better and Program Chair approval.

CITP 4347  
Principles of Cybersecurity  
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0  
This course introduces the basic concepts and principles of cybersecurity and the fundamental approaches of securing systems. Its main topics include: security basics, security management, risk assessment, software security, operating systems security, cryptography protocols, network authentication, security network applications, malware, network threats and defenses, web security, mobile security, cloud computing, virtualization, ethical issues and privacy.  
Prerequisite: ITSY 1400 and (ITNW 2421 or CPMT 2449) with a grade of "C" or better and Program Chair approval.

CITP 4350  
Advanced Computer Programming  
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0  
This course will introduce students to more advanced concepts in computer programming languages. Topics may include Graphical User Interface, Database Connectivity, Threads, and Network Programming.  
Prerequisite: CITP 4330 with a grade of "C" or better.

CITP 4351  
Microcomputer Architecture  
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0  
This course is an introduction to the microcomputer system.  
Prerequisite: None.

CPMT 1166  
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: CPMT 1411 or concurrent enrollment in CPMT 1445.

CPMT 1403  
Introduction to Computer Technology  
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0  
This is a fundamental 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  
Introduction to Computer Maintenance  
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0  
This course is an introduction to the installation, 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.
Prerequisite: 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 1445.

CPMT 1449

Computer Networking Technology

CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers networking fundamentals, terminology, hardware, software, and network architecture. It includes local and wide area networking concepts and networking installations and operations. Prerequisite: None.

CPMT 2166

CAPSTONE: Computer Systems Technology Practicum

CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:10
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. Prerequisite: CPMT 2433.

CPMT 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:3 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 1402

Computer Programming

CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to computer programming including design, development, testing, implementation and documentation. Prerequisite: ITSC 1409.

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 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: ITSC 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
This course is an overview of computer systems - hardware, operating systems, the internet, and application software including word processing, spreadsheets, presentation graphics, and databases. Current topics such as the effect of computers on society, and the history and use of computers in business, educational, and other interdisciplinary settings are also studied. This course is not intended to count toward a student’s major field of study in Business or Computer Science. Prerequisite: None.
Construction/Bldg Tech (CNBT)

COSC 1315
Introduction to Computer Programming
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is an introduction to computer programming for solving a variety of problems. This course is intended for non-computer science and non-computer engineering majors. Emphasis on the fundamentals of design, development, testing, implementation, and documentation of computer programs. Includes problem solving with structured techniques and algorithms using pseudo code and/or graphical representations.
Prerequisite: COSC 1301 with a grade of "C" or better or BCIS 1305 with a grade of "C" or better.

COSC 1320
C Programming
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course introduces the fundamental concepts of structured programming in the C language. Topics include data types; control structures; functions; structures, arrays, pointers, pointer arithmetic, unions, and files; the mechanics of running, testing, and debugging programs; introduction to programming; and introduction to the historical and social context of computing.
Prerequisites: 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, hash tables, trees, and graphs), searching, sorting, recursion, and algorithmic analysis. Programs will be implemented in an appropriate object oriented language.
Prerequisite: COSC 1337 with a grade of "C" or better.
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 conventional 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 organize 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)

Introduction to Criminal Justice
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.

Court Systems and Practices
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.

Fundamentals of Criminal Law
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.

Juvenile Justice System
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.

Correctional Systems and Practices
This course will focus on investigative theory; collection and preservation of evidence; sources of information; interview and interrogation; uses of forensic sciences; case and trial preparation.
Prerequisite: TSI complete in Reading and Writing, or equivalent; and a grade of “C” or higher in CRIJ 1301.

Police Systems and Practices
This course examines the establishment, role and function of police in a democratic society. It will focus on types of police agencies and their organizational structure, police-community interaction, police ethics, and use of authority.
Prerequisite: TSI complete in Reading and Writing, or equivalent; and a grade of “C” or higher in CRIJ 1301.

Basic Food Preparation
This course is a study of the fundamental principles of food preparation and cookery to include the Brigade System, cooking techniques material handling, heat transfer, sanitation, safety, nutrition, and professionalism.
Prerequisite: None.

Sanitation and Safety
This course is a study of personal cleanliness; employer, college and the student.
Prerequisite: TSI complete in Reading and Writing, or equivalent; and a grade of “C” or higher in CRIJ 1301.

Culinary Arts/Chef Train (CHEF)

Basic Food Preparation
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.

Correctional Systems and Practices
This course is a study 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.
CHEF 1340
Meat Preparation and Cooking
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is the study of the preparation, storage, and cooking techniques for beef, pork, lamb, poultry, seafood, and game. Includes moist, dry, and combination heat preparation methods as related to both classical and modern methods of preparation of dishes.
Prerequisites: CHEF 1305 and CHEF 1301.

CHEF 1341
American Regional Cuisine
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is a study of the development of regional cuisine's in the United States with emphasis on the similarities in production and service systems. Application of skills to develop, organize, and acquire knowledge of recipe strategies and production systems.
Prerequisites: CHEF 1305 and CHEF 1301.

CHEF 1345
International Cuisine
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course explores classical cooking skills associated with the preparation and service of international and ethnic cuisines. Topics include similarities between food production systems used in the United States and other regions of the world.
Prerequisite: CHEF 1301, CHEF 1305.

CHEF 1391
Professional Kitchen Essentials
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course addresses recently identified current events, skills, knowledge's, 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.

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
Beginning Ballet
CRT HRS:2 LEC HRS:1 LAB HRS:2 OTH HRS:0
This course offers instruction in the fundamental techniques and concepts associated with ballet. May be repeated for credit once.
Prerequisite: None.

♦ DANC 1305
World Dance
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of dances from different cultures, their histories, and their influences on contemporary dance society. Cultural origins, significance, motivations, and techniques will be explored experientially.
Prerequisite: Eligible for ENGL 1301.

♦ DANC 2303
Dance Appreciation
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a general survey of dance forms designed to create an appreciation of the vocabulary, techniques, and purposes of the creative process. This course includes critical interpretation and evaluations of choreographic works and dance forms within cultural and historical contexts.
Prerequisite: 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 1460 with a "B" or better, DMSO 1210, DMSO 1392, DMSO 1441 and DMSO 2405 with a "C" or better and concurrent enrollment in DMSO 2351.

DMSO 1167
Practicum II
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:7
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.
Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 1166 with a "B" or better, DMSO 2351 with a "C" or better and concurrent enrollment in DMSO 2353.
DMSO 1210  
Introduction to Sonography  
CRT HRS:2  LEC HRS:2  LAB HRS:0  OTH HRS:0  
This course is an introduction to the profession of sonography and the role of the sonographer. Emphasis is on medical terminology, ethical/legal aspects, written and verbal communication, and professional issues relating to registry, accreditation, professional organizations and history of the profession.  
Prerequisite: Must be ACT complete; preferred ACT of 19 composite; 16 in all sections and Departmental Approval Required.  

DMSO 1302  
Basic Ultrasound Physics  
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0  
This course is about the basic acoustical physics and acoustical waves in human tissue. Emphasis is on ultrasound transmission in soft tissues, attenuation of sound energy, parameters affecting sound transmission and resolution of sound beams.  
Prerequisite: Admissions to the Diagnostic Medical Sonography Program and current enrollment in the following: DMSO 1460, DMSO 1441 and DMSO 2405.  

DMSO 1342  
Intermediate Ultrasound Physics  
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0  
This course offers a continuation of Basic Ultrasound Physics, which includes interaction of ultrasound with tissues, mechanics of ultrasound production and display, various transducer designs and construction, quality assurance, bioeffects, and image artifacts. It may introduce methods of Doppler flow analysis.  
Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 1167 with a “B” or better, DMSO 2353 with a “C” or better and concurrent enrollment in DMSO 2366, DMSO 2342 and DMSO 2441.  

DMSO 1441  
Abdominopelvic Sonography  
CRT HRS:4  LEC HRS:4  LAB HRS:1  OTH HRS:0  
This course includes an overview of normal anatomy and physiology of the abdominal and pelvic cavities as related to scanning techniques, transducer selection, and scanning protocols.  
Prerequisite: Admissions to the Diagnostic Medical Sonography Program and current enrollment in the following: DMSO 1302, DMSO 1460 and DMSO 2405.  

DMSO 1460  
Clinical  
CRT HRS:4  LEC HRS:0  LAB HRS:0  OTH HRS: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: Admissions to the Diagnostic Medical Sonography Program and current enrollment in DMSO 1302, DMSO 1441 and DMSO 2405.  

DMSO 2230  
Capstone: Advanced Ultrasound and Review  
CRT HRS:2  LEC HRS:2  LAB HRS:1  OTH HRS:0  
This course covers knowledge, skills and professional values within a legal and ethical framework addressing emerging technologies and professional development.  
Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 2366 with a “B” or better, DMSO 2342, DMSO 1342 and DMSO 2441 with a “C” or better and concurrent enrollment in DMSO 2367.  

DMSO 2342  
Sonography of High Risk Obstetrics  
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0  
This course provides an overview of maternal disease and fetal abnormalities. It includes scanning techniques, patient history and laboratory data, transducer selection, and scanning protocols.  
Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 1167 with a “B” or better, DMSO 2353 with a “C” or better and concurrent enrollment in DMSO 2366, DMSO 1342 and DMSO 2441.  

DMSO 2351  
Doppler Physics  
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course provides an overview of the Doppler and hemodynamic principles relating to arterial and venous imaging and testing.  
Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 1460 with a “B” or better, DMSO 1302, DMSO 1441 and DMSO 2405 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 1166 with a “B” or better, DMSO 2351 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:23  
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:23  
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.  
Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 2366 with a “B” or better, DMSO 2342, DMSO 1342 and DMSO 2441 with a “C” or better and concurrent enrollment in DMSO 2230.  

DMSO 2405  
Sonography of Obstetrics/Gynecology  
CRT HRS:4  LEC HRS:4  LAB HRS:1  OTH HRS:0  
This course provides a detailed study of the pelvis and obstetrics/gynecology as related to scanning techniques, patient history and laboratory data, transducer selection, and scanning protocols.  
Prerequisite: Admissions to the Diagnostic Medical Sonography Program and current enrollment in the following: DMSO 1302, DMSO 1460 and DMSO 1441.
DeM 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 endovaginal 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.

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 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 1445
CAPSTONE: Parametric Modeling and Design
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers parametric-based design software for 3D design and drafting. Prerequisite: DFTG 1409 and concurrent enrollment in DFTG 2419.

DFTG 1480
Cooperative Education
CRT HRS:4 LEC HRS:1 LAB HRS:0 OTH HRS:21
In this course, career related activities encountered in the student’s area of specialization are offered through a cooperative agreement between the college, employer, and student. Under supervision of the college and the employer, the student combines classroom learning with work experience. Directly related to a technical discipline, specific learning objectives guide the student through the work experience. Prerequisite: ARCH 1303 and completion of or concurrent enrollment in DFTG 2438.

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 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: DFTG 2428.

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 drafting applications, such as three-dimensional solids modeling and linking graphic entities to external non-graphic data will be covered. Prerequisite: SRVY 1413, ARCE 1452.
Drama (DRAM)

- DRAM 1120
  Theater Practicum I
  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.

- DRAM 1121
  Theater Practicum II
  CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
  This course is a practicum in theatre open to all students with emphasis on technique and procedures with experience gained in play productions.
  Prerequisite: DRAM 1330.

- DRAM 1310
  Introduction 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: Declared Drama Majors or by special permission from the program chair.

- 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: Declared Drama Majors or by special permission from the program chair.

- DRAM 1351
  Acting I
  CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
  This course is an introduction to the fundamental principles and tools of acting as used in auditions, rehearsals, and performances. This may include ensemble performing, character and script analysis, and basic theater terminology. This exploration will emphasize the development of the actor’s instrument: voice, body and imagination.
  Prerequisite: None.

- DRAM 1352
  Acting II
  CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
  This course provides exploration and further training within the basic principles and tools of acting, including an emphasis on critical analysis of oneself and others. The tools include ensemble performing, character and script analysis, and basic theater terminology. This will continue the exploration of the development of the actor’s instrument: voice, body and imagination.
  Prerequisite: DRAM 1351.

- DRAM 2120
  Theater Practicum III
  CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
  This 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 analyzes the nature of the economy as a whole including measurement and determination of Aggregate Demand and Aggregate Supply, national income, inflation, and unemployment. Other topics include international trade, economic growth, business cycles, and fiscal policy and monetary policy.
  Prerequisite: Completion of MATH 0100 or equivalent.

- ECON 2302
  Principles of Economics II - Micro
  CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
  This course covers analysis of the behavior of individual economic agents, including consumer behavior and demand, producer behavior and supply, price and output decisions by firms under various market structures, factor markets, market failures, and international trade.
  Prerequisite: Completion of MATH 0100 or equivalent.
**Educ. College Success (EDCS)**

**EDCS 0101 Educational College Success**

**CRT HRS:3**  **LEC HRS:3**  **LAB HRS:0**  **OTH HRS:0**

This course examines the psychology of learning and success. It examines factors that underlie learning, success, and personal development in higher education. Topics covered include information processing, memory, strategic learning, self-regulation, goal setting, motivation, educational and career planning, and learning styles. Techniques of study such as time management, listening and note taking, text marking, library and research skills, preparing for examinations, and utilizing learning resources are covered. This course includes college orientation and development of 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 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 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 schools with varied and diverse student populations and 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 1302 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.
Prerequisite: None.

ELPT 1445
Commercial Wiring
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course provides instruction in commercial wiring methods. It includes over current protection, raceway panel board installation, proper grounding techniques, and associated safety procedures.
Prerequisites: ELPT 1411, ELPT 1419, ELPT 1325, and ELPT 1429.

ELPT 2264
Practicum- Field Experience
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:20
This course is a practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. The student will be required to, as outlined in the learning plan, apply the theory, concept and skills involving specialized materials, tools, equipment, procedures, regulations, laws and interactions.
Prerequisites: ELPT 1357, ELPT 2319.

ELPT 2319
Programmable Logic Controllers I
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course covers the fundamental concepts of programmable logic controllers, principles of operation, and numbering systems as applied to electrical controls.
Prerequisites: ELPT 1419, ELPT 1445.

ELPT 2325
National Electrical Code II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides in-depth coverage of the National Electrical Code (NEC) for those employed in fields requiring knowledge of the Code. Emphasis is placed on wiring protection and methods, special conditions, and advanced calculations.
Prerequisites: ELPT 1411, ELPT 1419, ELPT 1325, and ELPT 1429.

ELPT 2437
Electrical Planning and Estimating
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a study in planning and estimating for residential, commercial and industrial wiring systems to include a variety of electrical techniques. The student will be expected to list estimating procedures, formulate material and labor costs, identify types of bids, calculate cost adjustments and job costs and demonstrate the use of estimating forms.
Prerequisites: ELPT 1357, ELPT 2319.

ELPT 2447
CAPSTONE: Electrical Testing and Maintenance
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers proper and safe use of electrical power equipment test devices and the interpretation of test results. It includes protective relay testing and calibration, direct current (DC) testing, insulation power factor testing, and medium voltage switchgear.
Prerequisites: ELPT 1411, ELPT 1419, ELPT 1325, and ELPT 2429.

Electrical Planning and Estimating
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is an in-depth study of the components, equipment, and infrastructure used in the production and transmission of electricity as related to wind turbine power and the input and output of electrical power delivery systems for wind generation.
Prerequisites: None.

Electrocardiograph Tech (ECRD)
ECRD 1111
Electrocardiography
CRT HRS:1 LEC HRS:1 LAB HRS:1 OTH HRS:0
This course covers the fundamentals of cardiovascular anatomy and physiology. It includes basic electrocardiography procedures, interpretation of basic dysrhythmias, and appropriate treatment modalities.
Prerequisite: Completion of the previous semester courses with a grade of "C" or better and Program Chair approval.

ECRD 1211
Electrocardiography
CRT HRS:2 LEC HRS:2 LAB HRS:1 OTH HRS:0
This course covers the fundamentals of cardiovascular anatomy and physiology. It includes basic electrocardiography procedures, interpretation of basic dysrhythmias, and appropriate treatment modalities.
Prerequisite: Completion of NURA 1401, NURA 1160 and a current registration with Texas Department of Aging In good standing (current CNA), and Concurrent enrollment in NUPC 1360 and NUPC 1220.
Electromechanical Tech (ELMT)

ELMT 1405
Basic Fluid Power
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course covers basic fluid power course covering pneumatic and hydraulic systems, fluid power symbols, operating theory, components, and basic electrical and manual controls.
Prerequisite: None.

ELMT 1411
Solar Fundamentals
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course is a study of heat transfer, motors, pumps and other mechanical devices; solid state switches; photovoltaic plates and energy conversion; thermal dynamics; and solar energy.
Prerequisite: None.

Electronic Engr Tech (ECT)

ECT 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.

ECT 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.

ECT 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.

ECT 2188
Capstone: Communications Engineering Technology
CRT HRS:4  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.

ECT 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.

ECT 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.

Emergency Medical Tech (EMSP)

EMSP 1160
EMT - Basic Clinical
CRT HRS:1  LEC HRS:0  LAB HRS:0  OTH HRS:6
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts in a hospital clinical setting. Direct supervision is provided by the clinical professional. This is an unpaid clinical experience.
Prerequisite: Admission to the program; concurrent enrollment in EMSP 1501.

EMSP 1161
EMT - Intermediate Hospital Clinical
CRT HRS:1  LEC HRS:0  LAB HRS:0  OTH HRS:6
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts in a hospital clinical setting. Direct supervision is provided by the clinical professional. This is an unpaid intermediate level clinical experience.
Prerequisite: Admission to the program; current Texas Department of State Health Services (TDSHS) EMT-Basic certification; concurrent enrollment in EMSP 1338.

EMSP 1166
EMT - Basic Practicum
CRT HRS:1  LEC HRS:0  LAB HRS:0  OTH HRS:7
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. This course is an experience on an ambulance unit that helps students gain practical experience in the discipline, enhance skills, and integrate knowledge. Direct supervision is provided by a clinical professional, generally a clinical preceptor. This is an unpaid basic practicum experience.
Prerequisite: Admission to the program; concurrent enrollment in EMSP 1501.

EMSP 1167
EMS EMTI Practicum
CRT HRS:1  LEC HRS:0  LAB HRS:0  OTH HRS:7
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college and the student. This course is an experience in an ambulance unit that helps students gain practical experience in the discipline, enhance skills, and integrate knowledge. Direct supervision is provided by a clinical professional, generally a clinical preceptor. This is an unpaid practicum experience at the EMT-Intermediate level.
Prerequisite: Admission to the program; current Texas Department of State Health Services (TDSHS) EMT-Basic certification; concurrent enrollment in EMSP 1338.

EMSP 1208
Emergency Vehicle Operations
CRT HRS:2  LEC HRS:1  LAB HRS:2  OTH HRS:0
This course provides the student with instruction, discussion, demonstration, and driving range practice to prepare drivers of emergency vehicles to operate their vehicles safely in the emergency and non-emergency mode.
Prerequisite: Admission to the program; concurrent enrollment in EMSP 1501.
EMSP 1338  
**Introduction to Advanced Practice**  
**CRT HRS:** 3  
**LEC HRS:** 2  
**LAB HRS:** 4  
**OTH HRS:** 0  
This course is an exploration of the fundamental elements associated with emergency medical services to include preparatory practices, pathophysiology, medication administration, and related topics.  
**Prerequisite:** Admission to the program; concurrent enrollment in EMSP 1161 and EMSP 1167.  

EMSP 1355  
**Trauma Management**  
**CRT HRS:** 3  
**LEC HRS:** 2  
**LAB HRS:** 2  
**OTH HRS:** 0  
This course is a detailed study of the knowledge and skills necessary to reach competence in the assessment and management of patients with traumatic injuries.  
**Prerequisite:** Admission to the program; concurrent enrollment in EMSP 1338.  

EMSP 1356  
**Patient Assessment and Airway Management**  
**CRT HRS:** 3  
**LEC HRS:** 2  
**LAB HRS:** 4  
**OTH HRS:** 0  
This course is a detailed study of the knowledge and skills required to reach competence in performing patient assessment, airway management, and artificial ventilation.  
**Prerequisite:** Admission to the program; concurrent enrollment in EMSP 1338.  

EMSP 1371  
**EMS Documentation**  
**CRT HRS:** 3  
**LEC HRS:** 3  
**LAB HRS:** 0  
**OTH HRS:** 0  
This course is designed to develop the student’s documentation skills with regard to rendering emergency medical care. Both written and oral reports will be reviewed as well as the legal implications associated with report writing.  
**Prerequisite:** Admission to the program; concurrent enrollment in EMSP 1501.  

EMSP 1472  
**Emergent Issues in EMT**  
**CRT HRS:** 4  
**LEC HRS:** 3  
**LAB HRS:** 2  
**OTH HRS:** 0  
The purpose of this course is to demonstrate a working knowledge of clinical information and related topics relevant to the practice of pre-hospital emergency medical care at the Emergency Medical Technician-Basic (EMT-B) level. The student will research new/upcoming issues and prepare written and oral presentations. The student will be evaluated on presentation as well as content.  
**Prerequisite:** Admission to the program; concurrent enrollment in EMSP 1501.  

EMSP 1501  
**Emergency Medical Technician**  
**CRT HRS:** 5  
**LEC HRS:** 4  
**LAB HRS:** 4  
**OTH HRS:** 0  
This course is preparation for certification as an Emergency Medical Technician (EMT). The student will learn all the skills necessary to provide emergency medical care at a basic life support level with an ambulance service or other specialized services.  
**Prerequisite:** Admission to the program; concurrent enrollment in EMSP 1160 and EMSP 1166.  

EMSP 2160  
**Paramedic Clinical I**  
**CRT HRS:** 1  
**LEC HRS:** 0  
**LAB HRS:** 0  
**OTH HRS:** 6  
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts in a hospital clinical setting. Direct supervision is provided by the clinical professional.  
This is an unpaid paramedic level one clinical experience.  
**Prerequisite:** Admission to the program and concurrent enrollment in EMSP 2444 and EMSP 2205.  

EMSP 2161  
**Paramedic Clinical II**  
**CRT HRS:** 1  
**LEC HRS:** 0  
**LAB HRS:** 0  
**OTH HRS:** 6  
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts in a hospital clinical setting. Direct supervision is provided by the clinical professional.  
This is an unpaid paramedic level two clinical experience.  
**Prerequisite:** Admission to the program; successful completion of EMSP 2160; and concurrent enrollment in EMSP 2434 and EMSP 2330.  

EMSP 2166  
**Capstone: Paramedic Practicum**  
**CRT HRS:** 1  
**LEC HRS:** 0  
**LAB HRS:** 0  
**OTH HRS:** 10  
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college and the student. This course is an experience on an ambulance unit that helps students gain practical experience in the discipline, enhance skills, and integrated knowledge. Direct supervision is provided by a clinical professional, generally a clinical preceptor. This is an unpaid practicum experience at the EMT-Paramedic level. Successful completion of EMSP 2444, EMSP 2205, EMSP 2160, EMSP 2434, EMSP 2330, and EMSP 2161.  
**Prerequisite:** Admission to the program.  

EMSP 2205  
**EMS Operations**  
**CRT HRS:** 2  
**LEC HRS:** 1  
**LAB HRS:** 4  
**OTH HRS:** 0  
This course is a detailed study of the knowledge and skills necessary to reach competence to safely manage multi-casualty incidents and rescue situations; utilize air medical resources; identify hazardous materials and other specialized incidents.  
**Prerequisite:** Admission to the program; concurrent enrollment in EMSP 2444 and EMSP 2160.  

EMSP 2330  
**Special Populations**  
**CRT HRS:** 2  
**LEC HRS:** 0  
**LAB HRS:** 0  
**OTH HRS:** 4  
This course is a detailed study of the knowledge and skills necessary to reach competence in the assessment and management of ill or injured patients in diverse populations to include neonatology; pediatrics; geriatrics, and other related topics.  
**Prerequisite:** Admission to the program; concurrent enrollment in EMSP 2434.  

EMSP 2434  
**Medical Emergencies**  
**CRT HRS:** 4  
**LEC HRS:** 3  
**LAB HRS:** 4  
**OTH HRS:** 0  
This course is a detailed study of the knowledge and skills necessary to reach competence in the assessment and management of patients with medical emergencies, including medical overview, neurology, gastroenterology, immunology, pulmonology, urology, hematology, endocrinology, toxicology, and other related topics.  
**Prerequisite:** Admission to the program; concurrent enrollment in EMSP 2330, successful completion of EMSP 2444 and EMSP 2205.  

EMSP 2444  
**Cardiology**  
**CRT HRS:** 4  
**LEC HRS:** 3  
**LAB HRS:** 4  
**OTH HRS:** 0  
This course is a detailed study of the knowledge and skills necessary to reach competence in the assessment and management of patients with cardiac emergencies. This includes basic dysrhythmia interpretation, recognition of 12-lead EKGs for field diagnosis, and electrical and pharmacological interventions. Concurrent enrollment in EMSP 2205 and EMSP 2160.  
**Prerequisite:** Admission to the program.
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:2   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 permission from the instructor.

♦ ENGR 2301
Engineering Mechanics - Statics
CRT HRS:3   LEC HRS:3   LAB HRS:0   OTH HRS:0
This is a calculus-based study of engineering mechanics involving the description of forces, moments, and couples acting on stationary engineering structures; equilibrium in two and three dimensions; free-body diagrams; friction; centroids; centers of gravity; and moments of inertia.
Prerequisite: PHYS 2425 and MATH 2413 with a grade of "C" or better and completion of or concurrent enrollment in MATH 2414, or permission from the instructor.

♦ ENGR 2302
Engineering Mechanics - Dynamics
CRT HRS:3   LEC HRS:3   LAB HRS:0   OTH HRS:0
This is a calculus-based study of engineering mechanics involving the motion of particles, rigid bodies, and systems of particles; Newton's Laws; work and energy relationships; principles of impulse and momentum; application of kinetics and kinematics to the solution of engineering problems.
Prerequisite: ENGR 2301 and MATH 2414 with a grade of "C" or better or permission from the instructor.

♦ ENGR 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.

♦ ENGR 2406
Introduction to Digital Systems
CRT HRS:4   LEC HRS:3   LAB HRS:3   OTH HRS:0
This course is an introduction to theory and design of digital logic, circuits, and systems. Number systems, operations and codes; logic gates; Boolean Algebra and logic simplification; Karnaugh maps; combinational logic; functions of combinational logic; flip-flops and related devices; counters; shift registers; sequential logic; memory and storage are covered. Laboratory experiments supporting theoretical principles involving design, construction, and analysis of combinational and sequential digital circuits and systems, including logic gates, adders, multiplexers, encoders, decoders, arithmetic logic units, latches, flip-flops, registers, and counters; and preparation of laboratory reports.
Prerequisites: TSI complete in Reading and completion of MATH 1414 with a grade of "C" or better or equivalent.

English (ENGL)

ENGL 0100
Developmental English I
CRT HRS:3   LEC HRS:3   LAB HRS:1   OTH HRS:0
This English course is designed to advance the students' writing skills. The aim of this course is to prepare the students for college readiness assessment tests and academic writing. The students will study professional and peer writing samples; the composing techniques of different and integrated rhetorical modes of writing; and grammar, usage, and mechanics. Curriculum will contextualize writing in projects based on college level courses. Special emphasis is placed on paragraph construction in the context of essay writing. This course has a required one-hour lab.
Prerequisite: Placement based on TSI score: Essay 1-3 with Multiple Choice 350-357, and ABE score levels 5 and 6.
ENGL 1301 Composition I
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is an intensive study of and practice in writing processes, from invention and research to drafting, revision, and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis. Prerequisite: 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; or TSI Writing score of E4/MC 338-339 and co-enrollment in NCBW 0300 and TSI complete in Reading; or TSI Writing score of E4/MC 338-339 and co-enrollment in NCBW 0300 and TSI Reading score of 349-50 and co-enrollment in NCBR 0300; or co-enrollment in INRW 0304.

ENGL 1302 Composition II - Rhetoric
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is an intensive study of and practice in the strategies and techniques for developing research-based expository, argumentative, and persuasive texts. Emphasis on effective and ethical rhetorical inquiry, including primary and secondary research methods; critical reading of verbal, visual, and multimedia texts; systematic evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions. Prerequisite: A grade of "C" or higher in ENGL 1301.

ENGL 2307 Creative Writing I
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a practical experience in the techniques of imaginative writing. May include fiction, nonfiction, poetry, screenwriting, or drama. Prerequisite: 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 of writing in professional settings. Focus on the types of documents necessary to make decisions and take action on the job, such as proposals, reports, instructions, policies and procedures, e-mail messages, letters and descriptions of products and services. Practice individual and collaborative processes involved in the creation of ethical and efficient documents. Prerequisite: A grade of "C" or higher in ENGL 1301.

ENGL 2321 British Literature
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a survey of the development of British literature from the Anglo-Saxon period to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical, linguistic, and cultural contexts. Texts will be selected from a diverse group of authors and traditions. Prerequisite: A grade of "C" or higher in both ENGL 1301 and ENGL 1302.

ENGL 2326 American Literature
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a survey of American literature from the period of exploration and settlement to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from among a diverse group of authors for what they reflect and reveal about the evolving American experience and character. Prerequisite: A grade of "C" or higher in both ENGL 1301 and ENGL 1302.

ENGL 2331 World Literature
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a survey of world literature from the ancient world to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions. Prerequisite: A grade of "C" or higher in both ENGL 1301 and ENGL 1302.

ENGL 2341 Introduction to Forms of Literature
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is the study of one or more literary genres including, but not limited to, poetry, fiction, drama, and film. Students will study works of prose, poetry, drama, and fiction in relation to literary periods, terms, and criticism. Texts will be selected from a diverse group of authors and traditions. Prerequisite: A grade of "C" or higher in both ENGL 1301 and ENGL 1302.

ENGL 2351 Mexican American Literature
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a survey of Mexican American/Chicano literature from Mesoamerica to the present. Students will study literary works of fiction, poetry, drama, essays and memoirs in relation to their historical, linguistic, political, regional, gendered, and cultural contexts. Texts will be selected from a diverse group of authors, literary movements, and media forms. Topics and themes may include the literary performance of identity and culture, aesthetic mediation of racialization, struggle and protest, and artistic activism. Prerequisite: A grade of "C" or higher in both ENGL 1301 and ENGL 1302.

ENGL 2389 Academic Cooperative
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is an instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of English language and literature. Prerequisite: A grade of "C" or higher in both ENGL 1301 and ENGL 1302.

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:1   LAB HRS:0   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 training 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 0042 with a grade of “C” or better.

ESOL 0041
ESOL Composition for Non-Native Speakers I
CRT HRS:3   LEC HRS:3   LAB HRS:1   OTH HRS:0
This course focuses on assisting speakers of other languages at the beginning and low intermediate levels in acquiring English proficiency in reading and writing. Emphasis is placed on building vocabulary and sentence skills in the context of readings. Instruction will also focus on reading comprehension strategies such as finding the main idea and the details. Training in writing strategies will focus on writing in response to reading and will also focus on paragraph construction. This course does not apply toward the Associate Degree.
Prerequisite: None.

ESOL 0042
ESOL Composition for Non-Native Speakers II
CRT HRS:3   LEC HRS:3   LAB HRS:1   OTH HRS:0
This course focuses on assisting speakers of other languages at the intermediate and high intermediate levels in acquiring English proficiency in reading and writing. Emphasis is placed on building vocabulary and sentence skills in the context of readings. Instruction will also focus on additional reading comprehension strategies such as generalization, inference, prediction and drawing conclusions. Training in writing strategies will focus on writing in response to reading and will also focus on essay construction. This course does not apply toward the Associate Degree.
Prerequisite: None.

ESOL 0051
ESOL Reading and Vocabulary
CRT HRS:3   LEC HRS:3   LAB HRS:1   OTH HRS:0
This course develops English reading proficiency and vocabulary for academic, career, or personal purposes in speakers of languages other than English and prepares them to function in a multicultural, multilingual society. Upon successful completion of this course, students will: comprehend and summarize texts, including the identification main idea, supporting details, audience, and purpose of text; interpret and critically analyze author’s bias, purpose, and perspective in academic materials; make inferences and draw conclusions from a variety of college level texts; respond critically, orally and in writing, to various kinds of college level texts; understand and use academic vocabulary and linguistically complex structures across a variety of disciplines and genres; and demonstrate knowledge of cultural and historical references to American society in written materials.
Prerequisite: Placement based on an English as a Second Language proficiency exam.

ESOL 0052
ESOL Grammar for Non-Native Speakers
CRT HRS:3   LEC HRS:3   LAB HRS:1   OTH HRS:0
This course focuses on Standard English grammar usage for academic purposes. Open only to non-native speakers. Upon successful completion of this course, students will: Use verb tenses and voice with proficiency; use simple, compound, and complex sentences structures including phrases and clauses with proficiency; use parts of speech (nouns, pronouns, verbs, adjectives, adverbs, prepositions, interjections, conjunctions) and determiners (quantifiers, articles, demonstratives, possessives) appropriately and with proficiency; use appropriate word choice, word form, and word order with proficiency; respond critically, orally and in writing, to various kinds of college level texts; and understand and use academic vocabulary and linguistically complex structures, orally and in writing, across a variety of disciplines and genres.
Prerequisite: Placement based on an English as a Second Language proficiency exam.

Fire Protection (FIRT)

FIRT 1301
Fundamentals of Fire Protection
CRT HRS:3   LEC HRS:2   LAB HRS:3   OTH HRS:0
This covers orientation to the fire service, career opportunities, and related fields. This course meets Fire and Emergency Services Higher Education (FESHE) Model Curriculum core requirements.
Prerequisites: None.

FIRT 1309
Fire Administration I
CRT HRS:3   LEC HRS:3   LAB HRS:0   OTH HRS:0
This course is an introduction to the organization and management of a fire department and the relationship of government agencies to the fire service.
Prerequisite: None.

FIRT 1333
Fire Chemistry I
CRT HRS:3   LEC HRS:2   LAB HRS:3   OTH HRS:0
This course covers chemical nature and properties of compounds as related to the fire service. Fundamental laws of chemistry, states of matter, gas laws, chemical bonding, and thermodynamics. This course meets Fire and Emergency Services Higher Education(FESHE)Model Curriculum core requirements.
Prerequisite: None.
FIRT 1338
Fire Protection Systems
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course covers design and operation of fire detection and alarm systems, heat and smoke control systems, special protection and sprinkler systems, water supply for fire protection, and portable fire extinguishers. This course meets Fire and Emergency Services Higher Education (FESHE) Model Curriculum core requirements.
Prerequisites: None.

FIRT 1353
Legal Aspects of Fire Protection
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course 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 1203
Firefighter Agility and Fitness Preparation
CRT HRS:2  LEC HRS:0  LAB HRS:5  OTH HRS:0
This course focuses on physical ability testing methods. It includes rigorous training in skills and techniques needed in typical fire department physical ability tests. This course may be offered only by institutions licensed as a Fire Academy by the Texas Commission on Fire Protection.
Prerequisite: None.

FIRS 1301
Firefighter Certification I
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course is an introduction to firefighter safety and development. Topics include Texas Commission on Fire Protection Rules and Regulations, firefighter safety, fire science, personal protective equipment, self-contained breathing apparatus, and fire reports and records. Lab required. This course may be offered only by institutions licensed as a Fire Academy by the Texas Commission on Fire Protection.
Prerequisite: None.

FIRS 1313
Firefighter Certification III
CRT HRS:3  LEC HRS:2  LAB HRS:2  OTH HRS:0
This course is a study of fire streams and pump operations as they relate to fundamental development of basic firefighter skills. Lab required. This course may be offered only by institutions licensed as a Fire Academy by the Texas Commission on Fire Protection.
Prerequisite: FIRS 1407.

FIRS 1319
Firefighter Certification IV
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course is a study of equipment, tactics, and procedures used in forcible entry, ventilation, salvage, and overhaul. Preparation for certification as a basic firefighter. Lab required. This course may be offered only by institutions licensed as a Fire Academy by the Texas Commission on Fire Protection.
Prerequisite: FIRS 1313.

FIRS 1329
Firefighter Certification VI
CRT HRS:3  LEC HRS:2  LAB HRS:2  OTH HRS:0
This course is an overview of Fire Inspection techniques and practices. Emphasis is on firecause determination. Includes fire protection systems, wild land fire, and pre-incident planning. Preparation for certification as a basic firefighter. This course may be offered only by institutions licensed as a Fire Academy by the Texas Commission on Fire Protection.
Prerequisite: FIRS 1423.

FIRS 1407
Firefighter Certification II
CRT HRS:4  LEC HRS:2  LAB HRS:6  OTH HRS:0
This course is a study of the basic principles and skill development in handling fire service hose and ladders. Topics include the distribution system of water supply, basic building construction, and emergency service communication, procedures, and equipment. Lab required. This course may be offered only by institutions licensed as a Fire Academy by the Texas Commission on Fire Protection.
Prerequisite: FIRS 1301.

FIRS 1423
Firefighter Certification V
CRT HRS:4  LEC HRS:3  LAB HRS:4  OTH HRS:0
This course is a study of ropes and knots, rescue procedures and techniques, and hazardous materials. Preparation for certification as a basic firefighter. Lab required. This course may be offered only by institutions licensed as a Fire Academy by the Texas Commission on Fire Protection.
Prerequisite: FIRS 1319.

FIRS 1433
Firefighter Certification VII
CRT HRS:4  LEC HRS:2  LAB HRS:6  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.
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 and Latinx Politics
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides a study of Mexican American and Latinx politics within the American political experience. Topics include historical, cultural, socioeconomic, and constitutional issues that pertain to the study of Mexican Americans and other Latinx populations in the United States. Other topics such as political participation, governmental institutions, electoral politics, political representation, demographic trends, and other contemporary public policy debates will also be addressed.
Prerequisite: Completion of GOVT 2305 with a grade of “C” or better.

✿ GOVT 2389
Academic Cooperative
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is an instructional course designed to integrate on-campus study with practical hands-on experience in government. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of human social behavioral and/or social institutions.
Prerequisites: GOVT 2304, GOVT 2305 and GOVT 2306.

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.
HITT 1166 Coding Practicum CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0 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 IT 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.

HITT 2231 Advanced Medical Terminology CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0 This course is a study of advanced terminology in various medical and surgical specialties, including disease processes. Prerequisite: HITT 1305 and Program Chair approval.

HITT 2335 Coding and Reimbursement Methodologies CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0 This course focuses on the development of advanced coding techniques with an emphasis on case studies, health records, and federal regulations regarding perspective payment systems and methods of reimbursement. Prerequisite: HITT 1341.

HITT 2339 Health Information Organization and Supervision CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0 This course focuses on the principles of organization and supervision of human, fiscal, and capital resources. Prerequisite: HITT 1345.

HITT 2343 Quality Assessment and Performance Improvement CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0 This course involves the study of quality standards and methodologies in the health information management environment. Topics include licensing, accreditation, compilation and presentation of data in statistical formats, quality management and performance improvement functions, utilization management, risk management, and medical staff data quality issues, and approaches to assessing patient safety issues and implementation of quality management and reporting through electronic systems. Prerequisite: HITT 1345.
HITT 2371 Current Procedural Terminology Coding CPT-4
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course covers principles of ambulatory coding using CPT-4 procedures and the use of HCPCS (Health Care Financing Administration: Common Procedure Coding System).
Prerequisite: HITT 1301, HITT 1305, and completion of or concurrent enrollment in HPRS 2301.

HITT 2372 Advanced CPT Coding-CPT4
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course focuses on the development of advanced CPT coding techniques with an emphasis on case studies, health records, and methods of reimbursement.
Prerequisite: HITT 2371.

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 the physical and psychological reactions to diseases and injuries.
Prerequisite: HITT 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.
<table>
<thead>
<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>HIST 1301</td>
<td>United States History I</td>
<td>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.</td>
<td>Prerequisite: TSI complete in Reading, or equivalent.</td>
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<tr>
<td>HIST 1302</td>
<td>United States History II</td>
<td>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.</td>
<td>Prerequisite: Eligible for ENGL 1301.</td>
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<tr>
<td>HIST 2301</td>
<td>Texas History</td>
<td>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.</td>
<td>Prerequisite: Eligible for ENGL 1301.</td>
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<tr>
<td>HIST 2311</td>
<td>Western Civilization I</td>
<td>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.</td>
<td>Prerequisite: TSI complete in Reading, or equivalent.</td>
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<tr>
<td>HIST 2312</td>
<td>Western Civilization II</td>
<td>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.</td>
<td>Prerequisite: TSI complete in Reading, or equivalent.</td>
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<tr>
<td>HIST 2321</td>
<td>World Civilizations I</td>
<td>This course is a survey of ancient and medieval history with emphasis on Asian, African, American and European cultures.</td>
<td>Prerequisite: Eligible for ENGL 1301.</td>
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<tr>
<td>HIST 2322</td>
<td>World Civilizations II</td>
<td>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.</td>
<td>Prerequisite: Eligible for ENGL 1301.</td>
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<tr>
<td>HIST 2327</td>
<td>Mexican-American History I</td>
<td>This course is a survey of the economic, social, political, intellectual and cultural history of Mexican Americans/Chicanx. Periods include early indigenous societies, conflict and conquest, early European colonization and empires, New Spain, early revolutionary period, Mexican independence and nation building, United States expansion to the United States-Mexico War Era. Themes to be addressed are mestizaje and racial formation in the early empire, rise and fall of native and African slavery, relationship to early global economies, development of New Spain’s/Mexico’s northern frontier, gender and power, missions, resistance and rebellion, emergence of Mexican identities, California mission secularization, Texas independence, United States’ wars with Mexico, and the making of borders and borderlands. (May be applied to U.S. History requirement)</td>
<td>Prerequisite: Eligible for ENGL 1301.</td>
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Human Resources Management (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:1 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
This course covers 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 2305 Human Resources Information Systems**
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introduction to Human Resource Information Systems (HRIS).
Prerequisite: None.

**HRPO 2306 Benefits and Compensation**
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an overview of employee compensation systems. Topics include compensation systems, direct and indirect compensation, internal and external determination of compensation, benefits administration, managing and evaluating for effectiveness, legal and regulatory issues, pay equity, job analysis affecting job compensation and competencies.
Prerequisite: HRPO 2301.
# 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, architecture, drama, and dance) and the ways in which they express the values of the Mexican-American/Chicano/a experience. Prerequisite: TSI complete in Reading, or equivalent.

- **HUMA 1315**
  Fine Arts Appreciation
  CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
  This course is an exploration of the purposes and processes in the visual and performing arts (such as music, painting, architecture, drama, and dance) and the ways in which they express the values of cultures and human experience. Prerequisite: TSI complete in Reading, or equivalent.

- **HUMA 2319**
  American Minority Studies
  CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
  This interdisciplinary survey examines the diverse cultural, artistic, economic, historical, political, and social aspects of American minority communities. Topics may include race/ethnicity, gender, socioeconomic class, sexual orientation, national origin, age, disability, and religion. Prerequisite: TSI complete in Reading, or equivalent.

- **HUMA 2323**
  World Cultures
  CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
  This course is a general study of diverse world cultures. Topics include cultural practices, social structures, religions, arts, and languages. Prerequisite: TSI complete in Reading, or equivalent.

## Information Processing (POFI)

- **POFI 1349**
  Spreadsheet
  CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
  This course provides skills development in concepts, procedures, and application of spreadsheets for business applications. Prerequisite: None.

- **POFI 2301**
  Word Processing
  CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
  This course provides in-depth coverage of word processing software focusing on business applications. Prerequisite: POFI 1227 or permission from the department.

- **POFI 2340**
  Advanced Word Processing
  CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
  This course is a continuation of the study of word processing including advanced techniques in merging, macros, graphics, and desktop publishing. It includes extensive formatting for technical documents. Emphasis is on business applications. Prerequisite: POFI 2301.

- **POFI 2431**
  Desktop Publishing
  CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
  This course includes in-depth coverage of desktop publishing terminology, text, editing, and use of design principles. Emphasis is placed on layout techniques, graphics, multiple page displays, and business applications. Prerequisite: ITSC 1409.
Information Security (ITSY)

ITSY 1400
Fundamentals of Information Security
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course is an introduction to information security including ethical, 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.

ITSY 2459
Security Assessment and Auditing
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course is a comprehensive experience for the security curriculum. Synthesizes technical material covered in prior courses to monitor, audit, analyze, and revise computer and network security systems that ensure appropriate levels of protection are in place to assure regulatory compliance. Prerequisites: ITNW 1454, ITNW 2421, and ITSY 2442.

Integrated Read./Writ. (INRW)

INRW 0304
Integrated Reading and Writing
CRT HRS:3  LEC HRS:3  LAB HRS:1  OTH HRS:0
This is a combined lecture/lab, performance-based course designed to develop students’ critical reading and academic writing skills. The focus of the course will be on applying critical reading skills for organizing, analyzing, and retaining material and developing written work appropriate to the audience, purpose, situation, and length of the assignment. The course integrates preparation in basic academic reading skills in writing a variety of academic essays. This course fulfills TSI requirements for reading and writing. Prerequisite: Completion of READ 0100 or ESL0 0051 with a grade of "C" or better or equivalent and completion of ENG1 0100 or ESL0 0052 with a grade of "C" or better or equivalent; or TSI score 342-350 or equivalent.

Interior Design (INDS)

INDS 1311
Fundamentals of Interior Design
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0
This course is an introduction to the elements and principles of design, the interior design profession, and the interior design problem-solving process. Prerequisite: Completion of or concurrent enrollment in DFTG 1409.

INDS 1445
CAPSTONE: Commercial Design I
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course is a study of design principles applied to furniture lay-out and space planning for commercial interiors. Prerequisite: Completion of ARCE 1421.

INDS 2405
Interior Design Graphics
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course provides skill development in computer-generated graphics and technical drawings for interior design applications. Prerequisite: ARCE 1421, DFTG 1417.

International Business (IBUS)

IBUS 1301
Principles of Exports
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a study of export management process and procedures. Topics include governmental controls and compliance, licensing of products, documentation, commercial invoices and transportation. Emphasizes human and public relations, management of personnel, finance, and accounting procedures are stressed. Prerequisite: None.
IBUS 1305
Introduction to International Business / Trade
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the techniques for entering the international marketplace. Emphasis is on the impact and dynamics of socio-cultural, demographic, economic, technological, and political-legal factors in the foreign trade environment. Topics include patterns of world trade, internationalization of the firm, and operating procedures of the multinational enterprise. Prerequisite: None.

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: KINE 1103 or permission from the Instructor.

*KINE 1105
Badminton
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course covers the history, rules, basic strokes and strategies in singles and doubles play emphasized through intra-class competition. Prerequisite: None.

*KINE 1107
Basketball I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on fundamental knowledge, skills, and strategies of the (team) sport of basketball. Students are introduced to basketball history, terminology, rules, individual skills (dribbling, passing, shooting, guarding, etc.) and half-court team play (offense & defense). Emphasis is placed on safety, developing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed. Prerequisite: None.

*KINE 1109
Bowling I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on fundamental knowledge, skills, and strategies of the sport of bowling. Students are introduced to bowling history, terminology, rules, scoring, basic individual skills (ball selection, the grip, arm/foot positioning, the approach, arm back swing, forward arm swing, release, follow through, etc.) and competitive play. Emphasis is placed on safety, developing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed. Prerequisite: None.
Prerequisite: None.

and viable life-long fitness or recreational endeavor

and exploring associated educational resources.

Prerequisite: KINE 1113 or permission from the

students are introduced to karate history, terminology, rules, conditioning, weapons, conditioning, etc. Emphasis is placed on safety, enhanced cognitive/skill development, advanced training/conditioning regimens, fitness evaluations, belt ranking requirements, and Kumite competitions. Promoting the activity as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.

Prerequisite: KINE 1115 or permission from the Instructor.

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 (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.

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.

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.

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.

This introductory physical activity course focuses on the advanced knowledge and applications of the sport of bowling, including team play and competition. Emphasis is placed on safety, enhanced skill development, advanced training/conditioning drills, sport/fitness assessments, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.

Prerequisite: None.

This introductory physical activity course focuses on the advanced knowledge and applications of the sport of bowling, including team play and competition. Emphasis is placed on safety, enhanced skill development, advanced training/conditioning drills, sport/fitness assessments, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.

Prerequisite: None.
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 defense. Students are introduced to self-defense techniques, etc. Emphasis is placed on the exploration and identification of associated self-defense resources. 

Prerequisite: None.

**KINE 1133**  
**Outdoor Adventure Training**  
CRT HRS: 1 LEC HRS: 0 LAB HRS: 3 OTH HRS: 0  
This introductory physical activity and adventure training course focuses on the basic principles, concepts, fundamental skills, and applications of outdoor adventure training. Students are introduced to various outdoor adventure training activities, such as backpacking, hiking, orienteering, camping, survival skills, competitive adventure activities, etc. Emphasis is placed on physical conditioning, exploring associated educational resources, and promoting the activities as an enjoyable, practical and viable life-long fitness or recreational endeavors. 

Prerequisite: None.

**KINE 1149**  
**Team Sports I**  
CRT HRS: 1 LEC HRS: 0 LAB HRS: 3 OTH HRS: 0  
This specialized physical activity course focuses on advanced knowledge, skills, and strategies of competitive team sports. Emphasis is placed on teamwork, leadership development, cultural growth, moral growth, physical development, social development and intellectual development. Promoting the competitive activity (sport) as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed. 

Prerequisite: None.
♦ KINE 1150
Team Sports II
CRT HRS:1  LEC HRS:0  LAB HRS:3  OTH HRS:0
This specialized physical activity course focuses on advanced knowledge, skills, and strategies of competitive team sports. Emphasis is placed on teamwork, leadership development, cultural growth, moral growth, physical development, social development and intellectual development. Promoting the competitive activity (sport) as an enjoyable, practical and viable lifelong fitness or recreational endeavor is stressed.
Prerequisite: None.

♦ KINE 1164
Introduction to Physical Fitness and Wellness
CRT HRS:1  LEC HRS:1  LAB HRS:0  OTH HRS:0
This course is an orientation to the field of physical fitness and sport. It includes the study and practice of activities and principles that promote physical fitness.
Prerequisite: None.

♦ KINE 1210
Aerobic Dance I
CRT HRS:2  LEC HRS:1  LAB HRS:2  OTH HRS:0
This introductory physical activity course focuses on the fundamental skills and applications of aerobic dance. Students are introduced to various forms of aerobic dance, including low impact step, low impact slide, etc. Emphasis is placed on safety, developing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: None.

♦ KINE 1211
Aerobic Dance II
CRT HRS:2  LEC HRS:1  LAB HRS:2  OTH HRS:0
This physical activity course focuses on the advanced knowledge and applications of aerobic dance training, including a combination of advanced moves and the integration of various types of aerobic dance. Emphasis is placed on safety, enhanced skill development, advanced training/conditioning regimens, fitness evaluations, exploring associated educational resources, and developing choreographed routines. Promoting the activity as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: None.

♦ KINE 1249
Ballet Folklorico I
CRT HRS:2  LEC HRS:1  LAB HRS:2  OTH HRS:0
This introductory dance course focuses on Mexican Folklorico dance. Students are introduced to Mexican Folklorico dance techniques, individual skills, and movement fundamentals. The course will continue to offer simple center floor work and ballet vocabulary as the intended outcome. 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.

♦ KINE 1301
Foundations of Kinesiology
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course provides an orientation to the field of kinesiology, its scope, organization of professional activities, vocational opportunities and professional qualifications.
Prerequisite: None.

♦ KINE 1304
Personal/Community Health I
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a survey of factors involved in human physical and psychological wellness. Disorders arising from mutagenic, teratogenic infections, environment and lifestyle behaviors will be studied.
Prerequisite: None.

♦ KINE 1306
First Aid
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course provides basic knowledge for safe and effective living. The essential aspects of home, work, motor vehicle and public safety will be covered. Both theoretical and practical aspects of emergency care will be included. Standard First Aid, Personal Safety and Cardio-Pulmonary Resuscitation (CPR) are covered. Certification upon completion of the course is based upon American Red Cross standards.
Prerequisite: None.

♦ KINE 1308
Sports Officiating I
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course provides an introduction to the theory, strategy, terminology, rules and applications of sports officiating for team sports with certification as the intended outcome. Emphasis is placed on the importance of physical conditioning and increasing student knowledge/appreciation of basketball, football, baseball, softball, and other appropriate sports. Promoting the course as an enjoyable, practical and viable life-long fitness or recreational avocation is stressed.
Prerequisite: None.

♦ KINE 1321
Coaching/Sports/Athletics I
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course provides instruction in fundamental skills of coaching, organization of practices, and handling of teams during competitive seasons of sport. Emphasis is placed on the ability of the coach to teach and exercise leadership. Topics include the history, theories, and philosophies of competitive sports.
Prerequisite: None.
**KINE 1331**
Physical Education for Elementary Education Majors
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course provides physical education for elementary education majors. It includes an orientation to the field of kinesiology, physical fitness and sport, vocational opportunities, and a detailed analysis of fundamental principles, content, and curriculum of the elementary school kinesiology program. Prerequisite: None.

**KINE 1336**
Introduction to Recreation I
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course covers the fundamental theory and concepts of recreational activities with an emphasis on skill development, programs, planning, fitness and leadership. Emphasis will be on backpacking, cycling, orienteering, swimming, and rock climbing. Prerequisite: Kinesiology majors only.

**KINE 1338**
Concepts of Physical Fitness
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course covers the concepts and uses of selected physiological variables of fitness, individual testing and consultation and the organization of sports and fitness programs. Prerequisite: Kinesiology majors only.

**KINE 1346**
Drug Use & Abuse
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course focuses on the study of the use and abuse of drugs and other harmful substances in today's society from historical and contemporary perspectives. Emphasis is placed on the physiological, sociological, economic, psychological, medical, ethical, and legal factors associated with substance abuse. Particular attention and study will be devoted to the impact of alcohol, tobacco, narcotics, and sports enhancement drugs on various segments of society. An overview of intervention and treatment programs will also be explored. Prerequisite: None.

**KINE 2249**
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.

**KINE 2250**
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 1249**
Intermediate Arrest, Search and Seizure
CRT HRS:2  LEC HRS:2  LAB HRS:0  OTH HRS:0
This course discusses probable cause; detention and arrest; exceptions to search warrant requirements; principles of preparing valid search warrants; pretrial suppression hearings; and civil liability for improper arrests, searches, and seizures. Prerequisite: None.

**CJLE 1259**
Intermediate Spanish for Law Enforcement
CRT HRS:2  LEC HRS:2  LAB HRS:0  OTH HRS:0
This course covers practical Spanish communication skills for law enforcement. It meets the requirements as established by the Texas Commission on Law Enforcement (TCLEOSE) Course #2110. Prerequisite: None.

**CJLE 1225**
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.

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**South Texas College**
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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: 0  OTH HRS: 0
The topics in this course include objectives, preparations, procedures, and methods of crime scene search; value of crime scene sketches and their relationship to crime scene photographs; fingerprints as physical evidence, fingerprint identification and classification, types of impressions and techniques for locating and developing impressions. This course satisfies Texas Commission on Law Enforcement (TCLEOSE) Course #2106.
Prerequisite: CJLE 1249, CJLE 1333.
CJLE 1394
Stress Management for Law Enforcement Officers
CRT HRS: 3  LEC HRS: 3  LAB HRS: 0  OTH HRS: 0
This course is an overview of stress in the law enforcement profession. It is designed to provide the student with concepts related to stress, such as causes and consequences, reduction and management.
Prerequisite: None.
CJLE 1429
Basic Peace Officer V
CRT HRS: 4  LEC HRS: 2  LAB HRS: 7  OTH HRS: 0
This is a supplemental course taken in conjunction with Basic Peace Officer Courses I, II, III, and IV. This course satisfies or exceeds the Texas Commission on Law Enforcement (TCLEOSE) approved Basic Peace Officer Academy Course #1000. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY TCLEOSE.**
Prerequisite: CJLE 1524.
CJLE 1506
Basic Peace Officer I
CRT HRS: 5  LEC HRS: 3  LAB HRS: 7  OTH HRS: 0
This course provides basic preparation for a new peace officer. This course should be taken in conjunction with Basic Peace Officer Courses II, III, IV, and V (supplement) to satisfy the Texas Commission on Law Enforcement (TCLEOSE) approved Basic Peace Officer Training Academy. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY TCLEOSE.**
Prerequisite: None.
CJLE 1512
Basic Peace Officer II
CRT HRS: 5  LEC HRS: 3  LAB HRS: 7  OTH HRS: 0
This course provides basic preparation for a new peace officer. This course should be taken in conjunction with Basic Peace Officer Courses I, III, IV, and V (supplement) to satisfy the Texas Commission on Law Enforcement (TCLEOSE) approved Basic Peace Officer Training Academy. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY TCLEOSE.**
Prerequisite: CJLE 1506.
CJLE 1518
Basic Peace Officer III
CRT HRS: 5  LEC HRS: 3  LAB HRS: 7  OTH HRS: 0
This course provides basic preparation for a new peace officer. This course should be taken in conjunction with Basic Peace Officer Courses I, II, IV, and V (supplement) to satisfy the Texas Commission on Law Enforcement (TCLEOSE) approved Basic Peace Officer Training Academy. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY TCLEOSE.**
Prerequisite: CJLE 1512.
CJLE 1524
Basic Peace Officer IV
CRT HRS: 5  LEC HRS: 3  LAB HRS: 7  OTH HRS: 0
This course provides basic preparation for a new peace officer. This course should be taken in conjunction with Basic Peace Officer Courses I, II, III, and V (supplement) to satisfy the Texas Commission on Law Enforcement (TCLEOSE) approved Basic Peace Officer Training Academy. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY TCLEOSE.**
Prerequisite: CJLE 1518.
CJLE 2168
Practicum
CRT HRS: 1  LEC HRS: 0  LAB HRS: 7  OTH HRS: 0
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college and student.
Prerequisite: CJLE 1345, CJLE 2345.
CJLE 2345
Vice and Narcotics Investigation
CRT HRS: 3  LEC HRS: 2  LAB HRS: 4  OTH HRS: 0
This course provides classifications of commonly used narcotics, dangerous drugs, gambling, sex crimes, fraud, gangs, and investigative techniques. It includes proper interdiction procedures and techniques.
Prerequisite: CRJU 1310 or CJSA 1327, CJLE 1345.

Law Enforcement (CJSA)

CJSA 1308
Criminalistics I
CRT HRS: 3  LEC HRS: 3  LAB HRS: 0  OTH HRS: 0
This course covers an introduction to the field of criminalistics. Topics include the application of scientific and technical methods in the investigation of crime including location, identification, and handling of evidence for scientific analysis.
Prerequisites: None.
CJSA 1312
Crime in America
CRT HRS: 3  LEC HRS: 3  LAB HRS: 0  OTH HRS: 0
This course covers American crime problems in historical perspective; social and public policy factors affecting crime; impact and crime trends; social characteristics of specific crimes; and prevention of crime.
Prerequisite: None.
CJSA 1313
Court Systems and Practices
CRT HRS: 3  LEC HRS: 3  LAB HRS: 0  OTH HRS: 0
This course covers the judiciary in the criminal justice system, structure of the American court system, prosecution, right to counsel, pre-trial release, grand juries, adjudication process, types and rules of evidence, and sentencing.
Prerequisites: None.
CJSA 1322
Introduction to Criminal Justice
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course covers the history and philosophy of criminal justice and ethical considerations; crime is defined, as well as its nature and impact. The course also includes an overview of the criminal justice system, law enforcement, the court system, prosecution and defense, the trial process and corrections.
Prerequisite: None.

CJSA 1325
Criminology
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course covers current theories and empirical research pertaining to crime and criminal behavior and its causes, methods of prevention, systems of punishment, and rehabilitation.
Prerequisite: None.

CJSA 1327
Fundamentals of Criminal Law
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a study of the nature of criminal law, philosophical and historical development, major definitions and concepts, classification of crime, elements of crime and penalties using Texas statutes as illustrations, and criminal responsibility.
Prerequisite: None.

CJSA 1348
Ethics in Criminal Justice
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course discusses ethical philosophies and issues pertaining to the various professions in the criminal justice system. It includes ethical issues emanating from constitutional conflict with public protection and individual rights, civil liberties, and correctional policies.
Prerequisite: None.

CJSA 1351
Use of Force
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is the study of the use of force including introduction to and statutory authority for the use of force, force options, deadly force, and related legal issues. Fulfills the Texas Commission on Law Enforcement Use of Force Intermediate Certificate requirement. This course was designed to be repeated multiple times to improve student proficiency.
Prerequisite: None.

CJSA 1359
Police System and Practices
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course covers the police profession, organization of law enforcement systems, the police role, police discretion, ethics, police-community interaction, and current and future issues.
Prerequisite: None.

CJSA 1400
Death Investigation I
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course covers concepts, investigations process, scene management, required documentation, and case management for incidences of natural, accidental, and suicidal deaths. Follows the Department of Justice National Guidelines for Death Investigations and meets the criteria for academic credit recognition from the American Board of Medicolegal Death Investigators.
Prerequisite: None.

CJSA 2300
Legal Aspects of Law Enforcement
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course covers police authority, responsibilities, constitutional constraints, laws of arrest, search, and seizure; police liability.
Prerequisite: None.

Legal Admin Asst (POFL)

POFL 1303
Legal Office Procedures I
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course is a study of the fundamental administrative duties of the legal administrative assistant, including issues involved in understanding and using social, organizational, and technological systems.
Prerequisite: None.

POFL 1340
Legal Office Procedures II
CRT HRS:3  LEC HRS:2  LAB HRS:3  OTH HRS:0
This course is a continuation of Legal Office Procedures I that will include legal terminology, theory, forms and procedures, and advanced concepts of administrative duties of the legal administrative assistant in selected areas of law, with applications designed to require students to use critical thinking skills.
Prerequisite: POFL 1303.

POFL 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  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 1307
Introduction to Law and the Legal Professions
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. Topics include substantive and procedural law related to visa application, immigration deportation, naturalization, and citizenship procedural law. Professional trends and issues with particular emphasis on the paralegal's role.
Prerequisite: None.

LGLA 1342
Federal Civil Litigation
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course presents fundamental concepts and procedures of federal civil litigation including pretrial, trial, and post-trial phases of litigation emphasizing the paralegal's role in the federal civil litigation process.
Prerequisite: LGLA 1307.

LGLA 1344
Texas Civil Litigation
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course presents fundamental concepts and procedures of Texas civil litigation including pretrial, trial, and post-trial phases of litigation with emphasis on the paralegal's role in the Texas civil litigation process.
Prerequisite: LGLA 1307 and LGLA 1342.

LGLA 1351
Contracts
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course presents fundamental concepts of contract law including formation, performance, and enforcement of contracts under the common law and the Uniform Commercial Code with emphasis on the paralegal's role in contract law.
Prerequisite: None.

LGLA 1353
Wills, Trusts and Probate Administration
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course presents fundamental concepts of the law of wills, trusts, and probate administration with emphasis on the paralegal's role.
Prerequisite: LGLA 1307.

LGLA 1355
Family Law
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course presents fundamental concepts of family law with emphasis on the paralegal's role. Topics include formal and informal marriages, divorce, annulment, marital property, and the parent-child relationship.
Prerequisite: LGLA 1307.

LGLA 1359
Immigration Law
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course presents fundamental concepts of immigration law including substantive and procedural law related to visa application, deportation, naturalization, and citizenship emphasizing the paralegal's role in immigration law.
Prerequisite: None.

LGLA 2303
Torts and Personal Injury Law
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course presents fundamental concepts of tort and personal injury law with emphasis on the paralegal's role. Topics include intentional torts, negligence, and strict liability.
Prerequisite: LGLA 1307.

LGLA 2309
Real Property
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course presents fundamental concepts of real property law with emphasis on the paralegal's role. Topics include the nature of real property, rights and duties of ownership, land use, voluntary and involuntary conveyances, and the recording of and searching for real estate documents.
Prerequisite: LGLA 1307.

LGLA 2311
Business Organizations
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course presents fundamental 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.
Manufacturing Tech (MCHN)

MCHN 1319  Manufacturing Materials and Processes
CRT HRS: 3  LEC HRS: 2  LAB HRS: 4  OTH HRS: 0
This course is an introduction to precision measuring techniques. 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.

MCHN 1320  Precision Tools and Measurement
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 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: MCHN 1338.

MCHN 2303  Fundamentals of Computer Numerical Controlled (CNC) Machine Controls
CRT HRS: 3  LEC HRS: 1  LAB HRS: 6  OTH HRS: 0
This course is a study in the programming and operation of Computer Numerical Controlled (CNC)
machine shop equipment.
Prerequisite: None.

MCHN 2341  Advanced Machining I
CRT HRS: 3  LEC HRS: 2  LAB HRS: 4  OTH HRS: 0
This is an advanced study of lathe and milling operations. Emphasis is placed on advanced
cutting operations of the lathe and milling machines, including the use of 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: 6  OTH HRS: 0
This is an advanced course in the designing and building of special tools, such as jigs, fixtures,
punch press dies and molds. This course covers the machining and assembling of a production tool,
using conventional machine shop equipment. It includes the application of production tool theory,
care and maintenance.
Prerequisite: MCHN 1338 or MCHN 1352.

Math Supplemental Lab (MATL)
MATL 0020  Math Supplementary Lab
CRT HRS: 1  LEC HRS: 2  LAB HRS: 0  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 courses.
Prerequisite: TSI score of 342 or completion of MATH 0100 with a grade of "P" or "C" or better.
Prerequisite: Placement based on assessment scores.

Reinforcement.

The focus of lab instruction is content problems involving quadratic models and features inequalities, quadratic equations with real and complex numbers, solving rational equations, and radical expressions, operations on real and factorization of polynomials, operations on rational expressions. The topics are integrated with the college-level math course.

MATH 0442

Foundations for Mathematical Reasoning

This course is a study of the basic concepts necessary for success in a college level Statistics course. Topics include: numeracy and rounding, ratios and proportional reasoning, percentages, order of operations, evaluating expressions and formulas, introduction to sets and Venn diagrams, data interpretations including graphs and tables, measures of central tendency and position, introduction to probability and the counting principle, and linear models. This course is not for college-level credit.

Prerequisite: None.

Mathematics (MATH)

MATH 0100

Developmental Mathematics I

CRT HRS:1 LEC HRS:0 LAB HRS:2 OTH HRS:0

This course is a study of the basic concepts necessary for success in MATH 1442. The course is designed as a co-requisite for MATH 1332 for students who are not yet college-ready in mathematics according to Texas Success Initiative guidelines. The topics include: numeracy, proportional reasoning, order of operations, fractions and percentages, and basic linear equations. The topics are integrated with the college-level math course.

Prerequisite: TSI score of 342+ or completion of MATH 0100 with a grade of "P" or "C" or better.

MATH 0442

Foundations for Mathematical Reasoning

This course is a study of the basic concepts necessary for success in a college level Statistics course. Topics include: numeracy and rounding, ratios and proportional reasoning, percentages, order of operations, evaluating expressions and formulas, introduction to sets and Venn diagrams, data interpretations including graphs and tables, measures of central tendency and position, introduction to probability and the counting principle, and linear models. This course is not for college-level credit.

Prerequisite: None.

Mathematics (MATH)

MATH 0100

Developmental Mathematics I

CRT HRS:1 LEC HRS:0 LAB HRS:2 OTH HRS:0

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Prerequisite: None.

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Prerequisite: None.

Mathematics (MATH)

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Prerequisite: None.

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Prerequisite: None.

Mathematics (MATH)

MATH 0100

Developmental Mathematics I

CRT HRS:1 LEC HRS:0 LAB HRS:2 OTH HRS:0

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Prerequisite: TSI score of 342+ or completion of MATH 0100 with a grade of "P" or "C" or better.

MATH 0442

Foundations for Mathematical Reasoning

This course is a study of the basic concepts necessary for success in a college level Statistics course. Topics include: numeracy and rounding, ratios and proportional reasoning, percentages, order of operations, evaluating expressions and formulas, introduction to sets and Venn diagrams, data interpretations including graphs and tables, measures of central tendency and position, introduction to probability and the counting principle, and linear models. This course is not for college-level credit.

Prerequisite: None.
MATH 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 better.

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 or MATL 0042 or MATH 0442 with a grade of "P" or "C" or better, or equivalent.

MATH 2305 Discrete Mathematics
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is designed to prepare math, computer science, and engineering majors for a background in abstraction, notation, and critical thinking for the mathematics most directly related to computer science. Topics include: logic, relations, functions, basic set theory, countability and counting arguments, proof techniques, mathematical induction, combinatorics, discrete probability, recursion, sequence and recurrence, elementary number theory, graph theory, and mathematical proof techniques.
Prerequisite: Completion of MATH 2413 with a grade of C or higher.

MATH 2412 Pre-Calculus Math
CRT HRS:4 LEC HRS:4 LAB HRS:1 OTH HRS:0
This course is an in-depth combined study of algebra, trigonometry, and other topics for calculus readiness.
Prerequisite: MATH 1414 or MATH 1324 with a grade of "C" or better.

MATH 2413 Calculus I
CRT HRS:4 LEC HRS:4 LAB HRS:1 OTH HRS:0
This course covers functions, limits, continuity, differentiation, anti-derivatives, and the definite integral and its applications.
Prerequisite: MATH 1316 or MATH 2412 with a grade of "C" or better; or a 100+ on the College Level Mathematics ACCUPLACER.

MATH 2414 Calculus II
CRT HRS:4 LEC HRS:4 LAB HRS:1 OTH HRS:0
This course covers derivatives and integrals of transcendental functions, integration methods and applications, infinite sequences and series.
Prerequisite: MATH 2413 with a grade of "C" or better.

MATH 2415 Calculus III
CRT HRS:4 LEC HRS:4 LAB HRS:1 OTH HRS:0
This course covers the study of vectors, calculus of several variables, partial derivatives, multiple integrals and vector calculus, Divergence Theorem and Stoke's Theorem.
Prerequisite: MATH 2414 with a grade of "C" or better.

MATH 2418 Linear Algebra
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This course introduces and provides models for application of the concepts of vector algebra. Topics include finite dimensional vector spaces and their geometric significance; representing and solving systems of linear equations using multiple methods, including Gaussian elimination and matrix inversion; matrices; determinants; linear transformations; quadratic forms; eigenvalues and eigenvector; and applications in science and engineering.
Prerequisite: MATH 2414 with a grade of "C" or better.

MATH 2420 Differential Equations
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This course is an introduction to ordinary differential equations, emphasizing solution techniques to first order and special higher order differential equations, initial value problems, boundary value problems, Laplace transforms, series solutions, and applications.
Prerequisite: MATH 2414 with a grade of "C" or better.

Medical Admin Assist (POFM)

POFM 1317 Medical Administrative Support
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is instruction in medical office procedures including appointment scheduling, medical records creation and maintenance, telephone communications, coding, billing, collecting, and third party reimbursement.
Prerequisite: Program Chair approval.

POFM 1400 Basic Medical Coding
CRT HRS:4 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is the presentation and application of basic coding rules, principles, guidelines, and conventions utilizing various coding systems.
Prerequisite: Admission to the program and Program Chair approval.

POFM 2310 Intermediate Medical Coding
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is the assignment and application of various coding guidelines with emphasis on physician billing and regulatory requirements. Includes code selection for Evaluation and Management (E/M) and Medical/Surgical cases.
Prerequisites: Completion of the previous semester courses with a grade of "C" or better and Program Chair approval.

Medical Assistant (MDCA)

MDCA 1154 Medical Assisting Credentialing Exam Review
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course provides preparation for one of the National Commission for Certifying Agencies (NCCA) recognized credentialing exams.
Prerequisites: Completion of the previous semester courses with a grade of "C" or better and Program Chair approval.
MDCA 1166
Practicum I
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:8
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college and the student.
Prerequisite: Admission to the program and Program Chair Approval, attend Orientation and must have passed or be enrolled in 3 of the four lab classes including MDCA 1348, MDCA 1352, MDCA 1317, or PLAB 1223.

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: Admission to the program and Program Chair Approval, attend Orientation and must have passed or be enrolled in 3 of the four lab classes including MDCA 1348, MDCA 1352, MDCA 1317, or PLAB 1223.

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 1302
Human Disease/Pathophysiology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is the study of anatomy and physiology with emphasis on human pathophysiology, including etiology, prognosis, medical treatment, sign and symptoms of common diseases of all body systems.
Prerequisites: Completion of the previous semester courses with a grade of "C" or better and Program Chair approval.

MDCA 1309
Anatomy & Physiology for Medical Assistants
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an emphasis on structure and function of human cells, tissues, organs, and systems with overview of common pathophysiology.
Prerequisite: Completion of 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 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: Completion of the previous semester courses with a grade of "C" or better and 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 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 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 3300  
Principles of Health Care Management  
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course will serve as a cornerstone in the development of students in the Medical and Health Services Management (MHSM) program and provide them with the insight, skills, and tools necessary to be effective health care managers. This course covers key management principles like leadership, strategic planning, organizational behavior and management thinking. In this course, other foundational topics that students will learn are information technology, managing costs and revenues, Ethics and laws, and addressing health disparities. 
Prerequisite: None.

MHSM 3302  
U.S. Health Care Delivery  
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course introduces U.S. health care systems, the business of health care, the history of its development and the roles of various business entities and health care professionals in the delivery of care to the patient. 
Prerequisite: HITT 1255, ACCT 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 communication skills and strategies for interaction with patients, families, employees, other department/business representatives, and the community. It also covers basic marketing skills in the health care arena and media management during a crisis. 
Prerequisite: Junior standing and SPCH 1311 or SPCH 1315 or SPCH 1318 or SPCH 1321 or SPCH 2333 or SPCH 2335.

MHSM 3305  
Marketing in Health Care  
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course examines the four Ps of marketing: product, price, place, and promotion. Other topics that students will learn include understanding the internal and external environment, segmenting the market, positioning, differentiating, branding, and formulating a marketing plan with goals, strategies, and financial considerations, which are important to promote health care. This course is designed to strengthen the many skills necessary for students to be successful in health care management. 
Prerequisite: None.

MHSM 3310  
Legal Issues in Health Care  
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course examines the various federal, state and local laws and regulations affecting health care delivery in the United States. It also covers public and private regulatory agencies, issues associated with professional malpractice, and business liability for health care products and services. 
Prerequisite: Junior standing.

MHSM 3335  
Financial Management for Health Care Managers  
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course covers various health care revenue sources, commonly used health care accounting software, department budget design, resource allocation, and methods of cost control. 
Prerequisite: Junior standing, ACCT 2401.

MHSM 3411  
Health Care Information Technology  
CRT HRS:4  LEC HRS:4  LAB HRS:0  OTH HRS:0  
This course introduces the different types of information maintained by health care organizations, commonly used health care software systems, robotic and automation interfaces, basic health care information security system standards, privacy laws, and record archival. 
Prerequisite: Junior standing.

MHSM 4304  
Risk Management for Health Professionals  
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course explores quality assurance measures including Total Quality Management, Continuous Quality Improvement, and Joint Commission on Accreditation of Healthcare Organizations standards. Methods and applications for outcomes measures, benchmarking, and utilization management in the health care setting are explored. 
Prerequisite: Senior standing.

MHSM 4310  
Human Resources in Health Care Management  
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course provides an overview of the special considerations of human resources in the health care industry, including job requirements, professional licensure, staffing ratios, job descriptions, traditional and nontraditional labor sources, legal issues and wages, and benefits management. 
Prerequisite: Senior standing, MHSM 3310.

MHSM 4348  
Ethics for Health Care Professionals  
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course is a survey on ethical business practices in the health care industry during both routine practice and emergency/disaster scenarios. In particular, ethical decisions in the setting of limited resources (labor, materials, and funding) will be discussed. 
Prerequisite: Senior standing, MHSM 3310.

MHSM 4351  
Public and Community Health Management  
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course introduces the basic principles of public health, including epidemiology, wellness promotion, vaccination programs, community health education programs, and funding resources. 
Prerequisite: Senior standing.
Music (MUSI)

♦ MUSI 1116 Sight Singing and Ear Training I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course involves singing tonal music in treble and bass clefs, and aural study of elements of music, such as scales, intervals and chords, and dictation of basic rhythm, melody and diatonic harmony. Corequisite: MUSI 1312.
Prerequisite: Eligible for ENGL 1301.

♦ MUSI 1117 Sight Singing and Ear Training II
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course involves singing tonal music in various clefs, continued aural study of the elements of music, and dictation of intermediate rhythm, melody and diatonic harmony. Corequisite: MUSI 1312.
Prerequisite: MUSI 1116.

♦ MUSI 1181 Piano Class I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course provides class instruction in the fundamentals of keyboard technique for beginning piano students.
Prerequisite: None.

♦ MUSI 1182 Piano Class II
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course is an advanced beginning class instruction in the fundamentals of keyboard technique.
Prerequisite: MUSI 1181.

♦ MUSI 1183 Voice Class I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course offers class instruction in the fundamentals of singing including breathing, tone production, and diction. It is designed for students with little or no previous vocal training. It does not apply to a music major degree.
Prerequisite: None.

♦ MUSI 1192 Guitar Class
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This applied music course explores the fundamental techniques of playing the guitar.
Prerequisite: None.

♦ MUSI 1303 Fundamentals of Music
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introduction to the basic elements of music theory for non-music majors; scales, intervals, keys, triads, elementary ear training, keyboard harmony, notation, meter, and rhythm. (Does not apply to a music major degree.)
Prerequisite: Eligible for ENGL 1301.

♦ MUSI 1306 Music Appreciation
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers understanding music through the study of cultural periods, major composers, and musical elements. Illustrated with audio recordings and live performances. (Does not apply to a music major degree.)
Prerequisite: Eligible for ENGL 1301.

♦ MUSI 1307 American Music
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a general survey of various styles of music in America. Topics may include jazz, ragtime, folk, rock, and contemporary art music.
Prerequisite: Eligible for ENGL 1301.

♦ MUSI 1311 Music Theory I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course involves the analysis and writing of tonal melody and diatonic harmony up to and including 7th chords. Analysis and writing of small compositional forms and correlated study at the keyboard is also included. Corequisite: MUSI 1116.
Prerequisite: Eligible for ENGL 1301.

♦ MUSI 1312 Music Theory II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is the study of analysis and writing of tonal melody and diatonic harmony, including all diatonic chords and seventh chords in root position and inversions, non-chord tones, and functional harmony. Introduction to more complex topics, such as modulation, may occur. Optional correlated study at the keyboard. Corequisite: MUSI 1117.
Prerequisite: MUSI 1211 or 1311.

♦ MUSI 2116 Sight Singing and Ear Training III
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course involves singing more difficult tonal melody in various clefs, aural study including dictation of more complex rhythm, melody, chromatic harmony, and extended tertian structures. Corequisite: MUSI 2311.
Prerequisite: MUSI 1117.
Music Ensemble (MUEN)

**MUEN 1121**
**Band Ensemble**
CRT HRS:1  LEC HRS:1  LAB HRS:1  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:1  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:1  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:1  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:1  OTH HRS:0  
Guitar Ensemble is an introductory 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:1  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:1  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  
Woodwind Ensemble is an instrumental music course open to all students who play an appropriate instrument and who qualify after a simple audition. This course may be repeated for a maximum of four credit hours.  
Prerequisite: None.

**MUEN 1141**
**Choir Ensemble**
CRT HRS:1  LEC HRS:1  LAB HRS:1  OTH HRS:0  
This vocal music course is open to all who have prior choral experience or who qualify after a simple audition. This course may be repeated for a maximum of four credit hours.  
Prerequisite: None.

Non Course Based Math (NCBM)

**NCBM 0001**
**Non-Course Based Mathematics**
CRT HRS:1  LEC HRS:0  LAB HRS:2  OTH HRS:0  
The focus of this course is content reinforcement with review of Introductory and intermediate algebra concepts. Topics include graphs of linear equations in two variables, factorization of polynomials, operations on rational expressions, solving rational equations, radical expressions, rational exponents, quadratic equations and inequalities and their graphs, application problems involving quadratic models, functional notation, and application problems on geometry. This is a self-paced two week course to prepare for the TSI exam.  
Prerequisite: Placement based on TSI score of 347-349.
Prerequisite: Program Chair Approval.

The focus of this course is to accelerate students through objectives covered in our MATH 0100 - Developmental Mathematics I course. Topics include operations on real numbers, solving linear equations and application problems, graphs of linear equations, rules of exponents, and operations polynomials.

Prerequisite: Placement based on departmental diagnostic exam or by faculty recommendation.

Prerequisite: TSI score in Reading 349-350.

The development of college-level writing focusing on idea generation, drafting, organization, revision, and utilization of standard English will be covered.

Prerequisite: TSI scores in Writing E4/MC 338-339.

Non Course Based Writing (NCBW)

NCBW 0100
Non Course Based Developmental Writing I
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course covers the development of college-level writing focusing on idea generation, drafting, organization, revision and utilization of standard English.
Prerequisite: Program Chair Approval.

NCBW 0200
Non Course Based Developmental Writing II
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
The focus of this course is to accelerate students through objectives covered in our MATH 0200 - Developmental Mathematics II course. Topics include factorization of polynomials, operations on rational and radical expressions, solving rational and radical equations, absolute value equations and inequalities, quadratic equations and their graphs, and features of functions.
Prerequisites: Placement based on departmental diagnostic exam or by faculty recommendation.

NCBW 0300
Non Course Based Developmental Writing III
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
The development of college-level writing focusing on idea generation, drafting, organization, revision, and utilization of standard English will be covered.
Prerequisite: TSI scores in Writing E4/MC 338-339.
RNSG 1444 Nursing Skills II
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course is a study of the concepts and principles necessary to perform intermediate or advanced nursing skills for the adult patient; and demonstrate competence in the performance of nursing procedures. Topics that will be covered include knowledge, judgment, skills and professional values within a legal/ethical framework. This course lends itself to a blocked approach.
Prerequisite: RNSG 1513, RNSG 1205, RNSG 1262, RNSG 1301, or administrative approval.

RNSG 1162 Transition Clinical
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:4
This course is a health-related work-based learning experience that enables the student to apply specialized nursing theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Admission to ADN Transition Option Track with an unencumbered LVN license.

RNSG 1205 Nursing Skills I
CRT HRS:2 LEC HRS:1 LAB HRS:4 OTH HRS:0
This course is a study of the concepts and principles essential to perform basic nursing skills for the adult patient and to demonstrate competence in the performance of nursing procedures. Topics include knowledge, judgment, skills, and professional values within a legal/ethical framework. This course lends itself to a blocked approach.
Prerequisite: Admission to the Professional Nursing Program or administrative approval.

RNSG 1209 Introduction to Nursing
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers an overview of nursing and the role of the professional nurse as a provider of patient-centered care, patient safety advocate, coordinator of care, member of the health care team, and member of the profession. Topics include knowledge, judgment, skills and professional values within a legal/ethical framework. This course lends itself to a blocked approach.
Prerequisite: TSI complete and an Admission Assessment Exam (A2 test) composite score of 75% or better in Math, Science, and English.

RNSG 1262 Clinical I
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:3
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Admission to ADN Program and RNSG 1209.

RNSG 1301 Pharmacology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introduction to the science of pharmacology with emphasis on the actions, interactions, adverse effects, and nursing implications of each drug classification. Content includes the roles and responsibilities of the nurse in the safe administration of medications within a legal/ethical framework. This course lends itself to either a blocked or integrated approach.
Prerequisite: RNSG 1209.

RNSG 1341 Common Concepts of Adult Health
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the basic integration of the role of the professional nurse as a provider of patient-centered care, patient safety advocate, member of the health care team, and member of the profession. Students will study the general principles of caring for selected adult patients and families in structured settings with common medical-surgical health care needs related to each body system. Emphasis will be on knowledge, judgment, skills, and professional values within a legal/ethical framework. This course lends itself to a blocked approach.
Prerequisite: RNSG 1301, RNSG 1513, RNSG 1262, RNSG 1205 or administrative approval.

RNSG 1342 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; a provider of patient-centered care, patient safety advocate, member of health care team, and member of the profession in the care of adult patients and families with complex medical-surgical health care needs associated with body systems. Emphasis on complex knowledge, judgments, skills, and professional values within a legal/ethical framework. This course lends itself to a blocked approach.
Prerequisite: RNSG 1144, RNSG 1341, RNSG 2161, PSYC 2301, RNSG 1417, RNSG 1140, RNSG 1162, RNSG 2213 and RNSG 2162; or administrative approval.

RNSG 1412 Nursing Care of the Childbearing and Childrearing Family
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
Concepts and principles of professional nursing related to the provision of nursing care for childbearing and childrearing families. Application of systematic problem-solving processes and critical thinking skills, including a focus on the childbearing family during preconception, prenatal, antepartum, neonatal, and postpartum periods and the childrearing family from birth to adolescence. It includes competency in knowledge, judgment, skills 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:0 OTH HRS:1
This course provides the articulating student paramedic the opportunity to examine the role of the professional nurse; make application of a systematic problem solving process and critical thinking skills which includes a focus on the adult population in selected settings; and competency in knowledge, judgment, nursing skills, and professional values within a legal/ethical framework. This course lends itself to either a blocked or integrated approach.
Prerequisite: Admission to the Associate Degree Nursing Paramedic to RN Option Track with a non-encumbered paramedic license; Administrative approval.
RNSG 1513 Foundations for Nursing Practice
CRT HRS:5 LEC HRS:5 LAB HRS:0 OTH HRS:0
This course provides an introduction to the role of the professional nurse as a provider of patient-centered care, coordinator of care, patient safety advocate, member of the health care team, and member of the profession. Topics include but are not limited to the fundamental concepts of nursing practice, history of professional nursing, a systematic framework for decision making and critical thinking, mechanisms of disease, the needs and problems that nurses help patients manage, and basic psychomotor skills. Emphasis is placed on knowledge, judgment, skills, and professional values within a legal/ethical framework. This course lends itself to a blocked approach.
Prerequisite: Admission to the ADN program and RNSG 1209.

RNSG 2161 Clinical - Medical/Surgical
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Admission to the ADN program; RNSG 1301, RNSG 1513, RNSG 1262, RNSG 1205 or administrative approval.

RNSG 2162 Clinical - Mental Health
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Admission to the ADN program; BIOL 2401, RNSG 1513, RNSG 1262, RNSG 1205 or Administrative approval.

RNSG 2163 Clinical IV
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS: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:1 OTH HRS:0
This course includes the application of advanced concepts and skills for the development of the professional nurse’s role in complex nursing situations with adult patients and families with complex health needs that involve multiple body systems alterations in intermediate and critical care settings. Emphasis will be placed on advanced knowledge, judgment, skills and professional values within a legal/ethical framework. This course lends itself to a blocked approach.
Prerequisite: RNSG 2260 or administrative approval.

RNSG 2361 Clinical - Complex Medical Surgical
CRT HRS:3 LEC HRS:0 LAB HRS:0 OTH HRS:9
This course 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.

Occupational Therapy (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.

OTHA 1253
Occupational Performance for Elders
CRT HRS:2 LEC HRS:1 LAB HRS:4 OTH HRS:0
This course covers occupational performance of elders. It includes frames of reference, assessment/evaluation tools and techniques, and intervention strategies specific to this population. Prerequisite: Completion of previous semester courses with a grade of "C" or better.

OTHA 1305
Principles of Occupational Therapy
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an introduction of occupational therapy including the historical development and philosophy. Emphasis is placed on the roles of the occupational therapy assistant. Topics include occupation in daily life, education and functions, occupational therapy personnel, current health care environment, and moral, legal and ethical issues. This course is offered in a hybrid format.
Prerequisite: Completion of and/or concurrent enrollment in all other OTHA 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.
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.

**OTA 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.

**OTA 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.

**OTA 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.

**OTA 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 interventional strategies 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 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 3321 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 1143**  
Pharmacy Technician Certification Review  
CRT HRS:1  LEC HRS:1  LAB HRS:0  OTH HRS:0  
This course is a review of major topics covered on the national Pharmacy Technician Certification Examination (PTCE).  
Prerequisites: Completion of PHRA 1441, 1445, and 1491 with a grade of "C" or better.

**PHRA 1166**  
Practicum II: Advanced Level Practice  
CRT HRS:1  LEC HRS:0  LAB HRS:0  OTH HRS:10  
This source provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.  
Prerequisites: Completion of PHRA 1441, 1445, and 1491 with a grade of "C" or better and permission from the department.

**PHRA 1201**  
Introduction to Pharmacy  
CRT HRS:2  LEC HRS:2  LAB HRS:0  OTH HRS:0  
This course is an overview of the qualifications, operational guidelines, and job duties of a pharmacy technician. Topics include definitions of a pharmacy environment, the profile of a pharmacy technician, legal and ethical guidelines, job skills and duties, verbal and written communication skills, professional resources, safety techniques, and supply and inventory techniques.  
Prerequisite: None.

**PHRA 1202**  
Pharmacy Law  
CRT HRS:2  LEC HRS:2  LAB HRS:0  OTH HRS:0  
This course is a survey of federal and state laws governing the practice of pharmacy. The legal and ethical constraints governing pharmacy technicians and pharmacists' responsibilities in practice settings will be described.  
Prerequisite: Admission to the Pharmacy Technology Program.

**PHRA 1209**  
Pharmaceutical Mathematics I  
CRT HRS:2  LEC HRS:2  LAB HRS:1  OTH HRS:0  
This course covers solving pharmaceutical calculation problems encountered in the preparation and distribution of drugs.  
Prerequisite: None.

**PHRA 1215**  
Pharmacy Terminology  
CRT HRS:2  LEC HRS:2  LAB HRS:0  OTH HRS:0  
This course is a study of word origins and structure through the introduction of prefixes, suffixes, and root words as it relates to a pharmaceutical setting. Focuses on translation and recognition of commonly used pharmacy abbreviations.  
Prerequisites: Admission to the Pharmacy Technology Program.

**PHRA 1265**  
Practicum I: Entry Level Practice  
CRT HRS:2  LEC HRS:0  LAB HRS:0  OTH HRS:20  
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.  
Prerequisite: Completion of PHRA 1347, 1304, 1413, 1449 with a grade of "C" or better and permission from the department.

**PHRA 1304**  
Pharmacotherapy and Disease Process  
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course is a study of the disease state and therapeutic properties of drugs used in pharmaceutical therapy.  
Prerequisites: Completion of PHRA 1201, 1202, 1209, 1215, 1305, and 1306 with a grade of "C" or better.

**PHRA 1305**  
Drug Classification  
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course is an introduction to the study of disease processes, pharmaceutical drugs, abbreviations, classifications, dosages, actions in the body, and routes of administration.  
Prerequisite: Admission to the Pharmacy Technology Program.
PHRA 1306
Computerized Drug Delivery Systems
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0
This course covers the fundamentals of pharmacy computer information systems and technology within the health care system. Includes specialized skills in the production of pharmaceutical documentation using selected pharmacy software packages and an overview of equipment and devices for drug distribution, and preparation.
Prerequisites: Admission to the Pharmacy Technology Program.

PHRA 1347
Pharmaceutical Mathematics II
CRT HRS:3  LEC HRS:2  LAB HRS:2  OTH HRS:0
This course will cover solving basic math problems and demonstrating conversion between various systems of measurement; perform advanced dosage calculations including dilutions, body surface area, formula enlargement/reduction, and IV flow rate calculations.
Prerequisite: Completion of PHRA 1201, 1202, 1209, 1215, 1305, and 1306 with a grade of "C" or better.

PHRA 1413
Community Pharmacy Practice
CRT HRS:4  LEC HRS:2  LAB HRS:4  OTH HRS:0
This course is an introduction to the skills necessary to process, prepare, label, and maintain records of physicians' medication orders and prescriptions in a community pharmacy. It is designed to train individuals in supply, inventory, and data entry. Topics include customer service, count and pour techniques, prescription calculations, drug selection and preparation, over-the-counter drugs, inventory management, record keeping, stock level adjustment, data input, editing, and legal parameters.
Prerequisite: Completion of PHRA 1201, 1202, 1209, 1215, 1305, and 1306 with a grade of "C" or better.

PHRA 1441
Pharmacy Drug Therapy and Treatment
CRT HRS:4  LEC HRS:4  LAB HRS:0  OTH HRS:0
This is a study of therapeutic agents, their classifications, properties, actions, and effects on the human body and their role in the management of disease. It provides detailed information regarding drug dosages, side effects, interactions, toxicities, and incompatibilities.
Prerequisite: Completion of PHRA 1265 with a grade of "P".

PHRA 1445
Compounding Sterile Preparations
CRT HRS:4  LEC HRS:2  LAB HRS:6  OTH HRS:0
This course covers the process of compounding sterile preparations and aseptic technique within legal and regulatory guidelines specified by USP <797> standards.
Prerequisites: Completion of PHRA 1265 with a grade of "P".

PHRA 1449
Institutional Pharmacy Practice
CRT HRS:4  LEC HRS:2  LAB HRS:6  OTH HRS:0
This is an exploration of the fundamentals of the diverse roles and practice of pharmacy technicians in an institutional pharmacy with emphasis on daily pharmacy operation. Topics include in-depth coverage of hospital pharmacy organization, 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 PHRA 1201, 1202, 1209, 1215, 1305, and 1306 with a grade of "C" or better.

PHRA 1491
Advanced Pharmacy Technology Practice
CRT HRS:4  LEC HRS:3  LAB HRS:2  OTH HRS:0
This course addresses the development of supervisory skills, non-sterile compounding techniques, purchase and management of inventories, process and administration of immunizations, performance of point-of-care testing, regulatory compliance and contractual management skills.
Prerequisite: Completion of PHRA 1265 with a grade of "P".

PHIL 1301
Introduction to Philosophy
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This is a study of major issues in philosophy and/or the work of major philosophical figures in philosophy. Topics in philosophy may include theories of reality, theories of knowledge, theories of value, and their practical applications.
Prerequisite: Eligible for ENGL 1301.

PHIL 1304
Introduction to World Religions
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a comparative study of world religions, including but not limited to Hinduism, Buddhism, Judaism, Christianity, and Islam.
Prerequisite: Eligible for ENGL 1301.

PHIL 2303
Introduction to Logic
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
The purpose of the course is to introduce the student to symbolic logic, including syllogisms, propositional and predicate logic, and logical proofs in a system of rules.
Prerequisite: Eligible for ENGL 1301.

PHIL 2306
Introduction to Ethics
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a systematic evaluation of classical and/or contemporary ethical theories concerning the good life, human conduct in society, morals, and standards of value.
Prerequisite: Eligible for ENGL 1301.

PHIL 2307
Introduction to Social and Political Philosophy
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a comparative study of world religions, including but not limited to Hinduism, Buddhism, Judaism, Christianity, and Islam.
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 issues in social and political theory and/or the work of major philosophical figures in this area.
Prerequisite: Eligible for ENGL 1301.

PHIL 3221
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 1160 and a current registration with Texas Department of Aging in good standing (current CNA); and concurrent enrollment in NUPC 1360 and NUPC 1320.

Physical Therapist Asst (PTHA)

PTHA 1266
Practicum I
CRT HRS:2  LEC HRS:0  LAB HRS:0  OTH HRS:14
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. This course is a basic type of health professions work-based instruction that helps students gain practical experience in physical therapy, enhance skills and integrate knowledge. The emphasis is on practical work experience in acute or outpatient settings for which the student has already acquired the necessary theoretical knowledge and skills in basic patient care and physical agents. Direct supervision is provided by the clinical instructor. A health practicum is an unpaid learning experience.
Prerequisite: Completion of previous semester courses with a grade of "C" or better.

PTHA 1321
Pathophysiology for the PTA
CRT HRS:3  LEC HRS:2  LAB HRS:2  OTH HRS:0
This course is a study of the pathogenesis, prognosis, and therapeutic management of diseases/conditions commonly encountered in physical therapy.
Prerequisite: Completion of previous semester courses with a "C" or better.

PTHA 1405
Basic Patient Care Skills
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course is an introduction to the theory and application of basic patient handling, communication and functional skills. It includes select data collection techniques.
Prerequisite: Acceptance to PTA Program.

PTHA 1409
Introduction to Physical Therapy
CRT HRS:4  LEC HRS:3  LAB HRS:2  OTH HRS:0
This course is an introduction to the profession of physical therapy and the role of the physical therapist assistant. It includes the application of basic patient handling, functional skills, communication, and selected data collection techniques.
Prerequisite: Departmental Approval Required.

PTHA 1413
Functional Anatomy
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course is a study of the musculoskeletal and neuromuscular systems and their relationship to normal and abnormal movement.
Prerequisite: Acceptance to PTA Program.

PTHA 1531
Physical Agents
CRT HRS:5  LEC HRS:3  LAB HRS:6  OTH HRS:0
This course is a study of the biophysical principles, and application of therapeutic physical agents with specific emphasis on indications, contraindications, medical efficacy and physiological effects.
Prerequisite: Completion of previous semester courses with a grade of "C" or better.

PTHA 2201
Essentials of Data Collection
CRT HRS:2  LEC HRS:1  LAB HRS:4  OTH HRS:0
This course is a study of data collection techniques used to prepare the physical therapist assistant to assist the physical therapist in patient/client management.
Prerequisite: Acceptance to PTA Program.

PTHA 2205
Neurology
CRT HRS:2  LEC HRS:2  LAB HRS:0  OTH HRS:0
This course is a study of neuroanatomy and neurophysiology as it relates to commonly encountered neurological conditions.
Prerequisite: Completion of previous semester courses with a grade of "C" or better.
PTHA 2266
Practicum II
CRT HRS:2  LEC HRS:0  LAB HRS:0  OTH HRS:15
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. This course is an intermediate type of health professions work-based instruction that helps students gain practical experience in physical therapy, enhance skills and integrate knowledge. The emphasis is on practical work experience in rehabilitation or inpatient settings for which the student has already acquired the necessary theoretical knowledge and basic skills in orthopedic, neurological, or general medical management. Direct supervision is provided by the clinical instructor. A health practicum is an unpaid learning experience.
Prerequisite: Completion of previous semester courses with a grade of “C” or better.

PTHA 2257
Practicum III
CRT HRS:2  LEC HRS:0  LAB HRS:0  OTH HRS:15
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. This course is an advanced type of health professions work-based instruction that helps students gain practical experience in physical therapy, enhance skills and integrate knowledge. The emphasis is on practical work experience in rehabilitation or outpatient settings for which the student has already acquired the necessary theoretical knowledge and basic skills in neurological, sport medicine, geriatric, or pediatric management. Direct supervision is provided by the clinical instructor. A health practicum is an unpaid learning experience.
Prerequisite: Completion of PTHA 2266 with a grade of “C” or better.

PTHA 2339
CAPSTONE: Professional Issues
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This is a capstone course which engages the student in the discussion of professional issues and behaviors related to clinical practice. It prepares the student for transition into the workforce.
Prerequisite: Completion of previous semester courses with a grade of “C” or better.

PTHA 2431
Management of Neurological Disorders
CRT HRS:4  LEC HRS:2  LAB HRS:6  OTH HRS:0
This is an advanced course integrating previously learned and new skills/techniques into the comprehensive rehabilitation of selected neurological disorders.
Prerequisite: Completion of previous semester courses with a grade of “C” or better.

PTHA 2435
Rehabilitation Techniques
CRT HRS:4  LEC HRS:2  LAB HRS:6  OTH HRS:0
This is an advanced course integrating previously learned and new skills/techniques into the comprehensive rehabilitation of selected long-term pathologies/diseases such as musculoskeletal, neuromuscular, cardiopulmonary, and integumentary disorders.
Prerequisite: Completion of previous semester courses with a grade of “C” or better.

PTHA 2509
Therapeutic Exercise
CRT HRS:5  LEC HRS:3  LAB HRS:6  OTH HRS:0
This course will offer critical examination of concepts, principles, and application of techniques related to therapeutic exercise and functional training.
Prerequisite: Completion of previous semester courses with a grade of “C” or better.

Physics (PHYS)

• PHYS 1401
College Physics I
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course covers fundamental principles of physics, using algebra and trigonometry; the principles and applications of classical mechanics and thermodynamics, including harmonic motion, mechanical waves and sound, physical systems, Newton’s Laws of Motion and gravitation and other fundamental forces; with emphasis on problem solving. Laboratory activities will reinforce concepts presented in PHYS 1401 lecture.
Prerequisite: TSI complete in Reading and completion of MATH 1414 and MATH 1316 with a “C” or better; or completion of MATH 2412 with a grade of “C” or better; or equivalent.

• PHYS 1402
College Physics II
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course covers fundamental principles of physics, using algebra and trigonometry; the principles and applications of electricity and magnetism, including circuits, electrostatics, electromagnetism, waves, sound, light, optics, and modern physics topics; with emphasis on problem solving. Laboratory activities will reinforce concepts presented in PHYS 1402 lecture.
Prerequisite: PHYS 1401 with a grade of “C” or better.

• PHYS 1403
Stars and Galaxies
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
This course is the study of stars, galaxies, and the universe outside our solar system. This course covers modern astronomical topics including: spectroscopy; telescopes and other astronomical instrumentation; stellar properties, formation and evolution; large scale structure of the universe; and theories on the origin of the universe.
Prerequisite: TSI complete in Reading and in Math or equivalent.

• PHYS 1404
Solar System
CRT HRS:4  LEC HRS:3  LAB HRS:3  OTH HRS:0
Study of the sun and its solar system, including its origin. This course covers classical and modern topics including: naked eye observation; classical views of the Solar System; planetary exploration tools (spacecraft and landers); origins of the Solar System; planetary geology; planetary atmospheres; moons; comets; asteroids; meteoroids; 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.
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.

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)

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.

General Psychology

CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a survey of the major topics in psychology. It introduces the study of behavior and/or social institutions. Emphasis is placed on group dynamics.
Prerequisite: Completion of READ 0100 with a grade of "C" or better or equivalent.

Human Sexuality

CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This is a social behavioral science course in which topics will include the genesis of sexuality, psychosexual development, role identity, sexual behavior and physiology.
Prerequisite: Completion of READ 0100 with a grade of "C" or better or equivalent.

Adolescent Psychology I

CRT HRS:3  LEC HRS:3  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.

Child Psychology

 CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a study of physical, cognitive, emotional and social growth from conception through childhood.
Prerequisite: Completion of READ 0100 with a grade of "C" or better or equivalent.

Lifespan Growth and Development

CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a study of the relationship of the physical, emotional, social and cognitive factors affecting growth and development throughout the life span.
Prerequisite: Completion of READ 0100 with a grade of "C" or better or equivalent.

Psychology of Adjustment

CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is an examination of the psychological dynamics underlying personal and social adjustment and maladjustments; including frustration, conflict, anxiety, adjustment mechanisms and psychotherapy.
Prerequisite: Completion of READ 0100 with a grade of "C" or better or equivalent.

Psychology of Personality

CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course covers the development of personality. It focuses on contributions of various theorists and their work on the understanding of personality and techniques for measuring personality.
Prerequisite: Completion of READ 0100 with a grade of "C" or better or equivalent.

Statistical Methods in Psychology

CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a study of statistical methods used in psychological research, assessment and testing. It includes the study of measures of central tendency and variability, statistical inference, correlation and regression as they apply to psychology.
Prerequisite: Completion of PSYC 2301 and PSYC 2314.

Social Psychology

CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is a study of the effect of society on the individual, with emphasis on the interaction between the individual and the various groups of which she or he is a member. Emphasis is placed on group dynamics.
Prerequisite: Completion of PSYC 2301 and PSYC 2314 and completion of or concurrent enrollment in PSYC 2317.

Academic Cooperative

CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0
This course is an instructional program designed to integrate on-campus study with practical hands-on experience in psychology. 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.
Prerequisites: Completion of PSYC 2301, PSYC 2314, PSYC 2317 and Program Chair approval.
Public Administration (PBAD)

PBAD 1311  
Municipal Management  
CRH HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course covers the skill development in managing municipal government, coordination of services, organizational structure, and relationships with other local governments. Topics include transportation, public safety, and public utilities.  
Prerequisite: None.

PBAD 1321  
Public Administration  
CRH 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  
CRH HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course is an overview of governmental agencies and their interrelationships; goals and objectives; and organizational structure of each agency. Topics include grants-in-aid, revenue and expenditure patterns, and global influence on governmental agencies.  
Prerequisite: None.

PBAD 1381  
Capstone: Co-op in Public Administration  
CRH HRS:3  LEC HRS:1  LAB HRS:0  OTH HRS:14  
This course offers career-related activities encountered in the student’s area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component.  
Prerequisite: Program Chair approval.

PBAD 2301  
Public Relations for the Public Sector  
CRH HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course covers the skill development in dealing with the public and the media for public sector employees, managers, and public relations specialists. Topics include maintaining positive public image, relating organizational policies to the public interest, and conducting public information programs.  
Prerequisite: None.

PBAD 2305  
Public Sector Management  
CRH HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course covers general principles of public management and strategies of dealing with internal and external systems. Topics include planning, decision-making and leadership models, organizational behavior, and resource management.  
Prerequisite: None.

PBAD 2311  
Public Sector Supervision  
CRH HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course covers skill development in supervisory techniques in public management. Topics include organizational structure, motivation, planning, control, delegation, and leadership. Instructional techniques may include case studies, role playing, and teamwork.  
Prerequisite: None.

PBAD 2331  
Budgeting in the Public Sector  
CRH HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course covers the examination of revenue-producing activities and sources of funds, construction and implementation of budgets; and basic terminology, concepts, and mechanics as they relate to fiscal factors. Topics include budget cycle, taxation, bonds, indebtedness, and fund accounting.  
Prerequisite: None.

PBAD 2335  
Ethics in the Public Sector  
CRH HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course covers the examination of reconciling the practice of public administration with provisions of law. Topics include codes of conduct, financial disclosure, conflict of interest, nepotism, and ethical dilemmas.  
Prerequisite: None.

PBAD 2339  
Human Resource Management in the Public Sector  
CRH HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course covers an examination of human resource management in the public sector with an emphasis on civil service, merit systems, and labor law. Topics include recruiting, selecting, training, compensating, and appraising employees.  
Prerequisite: None.

PBAD 2341  
Legal Aspects of Public Management  
CRH HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course is a study of the organizational structure of the judicial systems, conducting legal research, and interpreting legal decisions. Topics include administrative law, contract law, civil procedures, and the regulatory process.  
Prerequisite: None.

PBAD 2347  
Urban Planning  
CRH HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course covers an examination of urban and regional planning. Topics include environmental analysis, growth and redevelopment strategies, planning, zoning, and subdividing.  
Prerequisite: None.

PBAD 2380  
Capstone: Co-op in Public Administration  
CRH HRS:3  LEC HRS:1  LAB HRS:0  OTH HRS:14  
This course covers career-related activities encountered in the student’s area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component.  
Prerequisite: None.

Radiologic Technology (RADR)

RADR 1213  
Principles of Radiographic Imaging I  
CRH 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, 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.
PREREQUISITE: Admission to the Radiologic Technology Program; RADR 2117 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: 21
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: 7
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. The emphasis is to build upon acquired clinical skills and is simultaneously related to theory in the classroom. Prerequisite: Admission to the Radiologic Technology Program; RADR 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: 1 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 2213 Radiation Biology and Protection
CRT HRS: 2 LEC HRS: 2 LAB HRS: 0 OTH HRS: 0
This course is a study of the effects of radiation exposure on biological systems, typical medical exposure levels, methods for measuring and monitoring radiation, and methods for protecting personnel and patients from excessive exposure. Prerequisite: RADR 2309 and RADR 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: 2 LAB HRS: 0 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 2361 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 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 1366 and RADR 2205.
RSPT 1260
Clinical I
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:12
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Completion of all previous semester courses with a minimum grade of "C".

RSPT 1261
Clinical II
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:12
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: RSPT 1260 with a grade "B" or better and completion of all previous semester courses with a minimum grade of "C".

RSPT 1325
Respiratory Care Sciences
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
Physics, mathematics, and chemistry as related to respiratory care.
Prerequisite: Completion of all previous semester courses with a minimum grade of "C".

RSPT 1331
Respiratory Care Fundamentals II
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course provides a foundation for the continued development of knowledge and skills for respiratory care including lung expansion therapy, bronchial hygiene therapy, postural drainage and percussion, artificial airways, manual resuscitation devices, suctioning, pulse oximetry, bedside spirometry, arterial sampling techniques and blood gas analysis and interpretation.
Prerequisite: Completion of all previous semester courses with a minimum grade of "C".

RSPT 1429
Respiratory Care Fundamentals I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to respiratory care fundamentals 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.
Prerequisite: Completion of all previous semester courses with a minimum grade of "C".

Reading (READ)
READ 0100
Developmental Reading I
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course develops reading proficiency in higher order thinking skills designed to help students critically read and develop strategies in an accelerated format. Emphasis is on identifying main ideas, supporting details, understanding complex inferences, comprehending challenging vocabulary, analyzing, evaluating and identifying audience/purpose across a range of text. This course has a required one-hour lab.
Prerequisite: Placement based on TSI placement score of ABE 1-6 or 310-341; or equivalent.

Respiratory Therapy (RSPT)
RSPT 1137
Basic Dysrhythmia Interpretation
CRT HRS:1 LEC HRS:0 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".

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:21
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:21
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 2431
Advanced Radiographic Procedures
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.

RSPT 1141
Respiratory Home Care/Rehabilitation
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course is a study of respiratory home care/rehabilitation equipment, procedures, and patient education. It emphasizes treatment of patients in home care and alternate settings.
Prerequisite: RSPT 1261 with a grade of "B" or better and completion of all previous semester courses with a minimum grade of "C".

RSPT 1201
Introduction to Respiratory Care
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course is an introduction to the field of respiratory care.
Prerequisite: None.

RSPT 1260
Clinical I
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:12
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Completion of all previous semester courses with a minimum grade of "C".

RSPT 1261
Clinical II
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:12
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: RSPT 1260 with a grade "B" or better and completion of all previous semester courses with a minimum grade of "C".

RSPT 1325
Respiratory Care Sciences
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
Physics, mathematics, and chemistry as related to respiratory care.
Prerequisite: Completion of all previous semester courses with a minimum grade of "C".

RSPT 1331
Respiratory Care Fundamentals II
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course provides a foundation for the continued development of knowledge and skills for respiratory care including lung expansion therapy, bronchial hygiene therapy, postural drainage and percussion, artificial airways, manual resuscitation devices, suctioning, pulse oximetry, bedside spirometry, arterial sampling techniques and blood gas analysis and interpretation.
Prerequisite: Completion of all previous semester courses with a minimum grade of "C".

RSPT 1429
Respiratory Care Fundamentals I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to respiratory care fundamentals 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.
Prerequisite: Completion of all previous semester courses with a minimum grade of "C".
RSPT 2139  
Advanced Cardiac Life Support  
CRT HRS:1  LEC HRS:0  LAB HRS:3  OTH HRS:0  
A comprehensive course designed to develop the cognitive and psychomotor skills necessary for resuscitation of the adult. Includes strategies for managing and stabilizing the cardiopulmonary arrested patient. May include certification.  
Prerequisite: RSPT 1261 with a grade of "B" or better and completion of all previous semester courses with a minimum grade of "C".

RSPT 2217  
Respiratory Care Pharmacology  
CRT HRS:2  LEC HRS:2  LAB HRS:1  OTH HRS:0  
A study of pharmacological principles/practices of drugs which affect the cardiopulmonary systems. Emphasis on classification, route of administration, dosages/calculations, and physiological interactions. Prerequisite: Completion of all previous semester courses with a minimum grade of "C".

RSPT 2231  
Simulations in Respiratory Care  
CRT HRS:2  LEC HRS:1  LAB HRS:4  OTH HRS:0  
Theory and history of clinical simulation examinations. Includes construction types, scoring, and mechanics of taking the computerized simulation examination.  
Prerequisite: Completion of all previous Respiratory Therapy courses with a minimum grade of "C" and completion of RSPT 2362 with a grade of "B" or better.

RSPT 2305  
Pulmonary Diagnostics  
CRT HRS:3  LEC HRS:2  LAB HRS:2  OTH HRS:0  
The theories and techniques involved in pulmonary function testing diagnostics with emphasis on blood gas theory and analysis, quality control, oximetry, and capnography. Prerequisite: Completion of all previous semester courses with a minimum grade of "C".

RSPT 2310  
Cardiopulmonary Disease  
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
A discussion of etiology, pathogenesis, pathology, diagnosis, history, prognosis, manifestations, treatment, and detection of cardiopulmonary diseases. Prerequisite: Completion of all previous semester courses with a minimum grade of "C".

RSPT 2314  
Mechanical Ventilation  
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0  
In-depth coverage and application of therapeutic procedures to achieve adequate, spontaneous, and artificial ventilation. Includes the study of mechanical ventilation with emphasis on ventilator classification, methods, principles, and operational characteristics. Includes indications, complications, and physiologic effects/principles of mechanical ventilation. Prerequisite: RSPT 1261 with a grade of "B" or better and completion of all previous semester courses with a minimum grade of "C".

RSPT 2319  
Mechanical Ventilation for the Neonatal/Pediatric Patient  
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0  
This course covers an in-depth coverage and application of therapeutic procedures to achieve adequate spontaneous and artificial mechanical ventilation of the neonatal and pediatric patient. Includes indications, complications, and physiological effects of ventilatory support. Prerequisite: RSPT 2362 with a grade of "B" or better and completion of all previous semester courses with a minimum grade of "C".

RSPT 2353  
Neonatal/Pediatric Cardiopulmonary Care  
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0  
A study of cardiopulmonary care covering advanced concepts of acute care, monitoring, and management as applied to the neonatal and pediatric patient. Prerequisite: RSPT 1261 with a grade of "B" or better and completion of all previous semester courses with a minimum grade of "C".

RSPT 2362  
Clinical III  
CRT HRS:3  LEC HRS:0  LAB HRS:0  OTH HRS:18  
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Prerequisites: RSPT 1261 with a grade of "B" or better and completion of all previous semester courses with a minimum grade of "C".

RSPT 2363  
Clinical IV  
CRT HRS:3  LEC HRS:0  LAB HRS:0  OTH HRS:18  
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Prerequisites: RSPT 2362 with a grade of "B" or better and completion of all previous semester courses with a minimum grade of "C".

Restaurant Operations (RSTO)  
RSTO 1201  
Beverage Management  
CRT HRS:2  LEC HRS:2  LAB HRS:0  OTH HRS:0  
This course is a study of the beverage service of the hospitality industry including spirits, wines, beers, and non alcoholic beverages. Topics include purchasing, resource control, legislation, marketing, physical plant requirements, staffing, service, and the selection of wines to enhance foods. Prerequisite: None.

RSTO 1204  
Dining Room Service  
CRT HRS:2  LEC HRS:1  LAB HRS:2  OTH HRS:0  
This course introduces the principles, concepts and systems of professional table service. Topics will include dining room organization, scheduling and management of food service personnel. Prerequisite: Current Food Handlers Card or ServSafe Certified Food Protection Manager card and CHEF 1305.

RSTO 2301  
Principles of Food and Beverage Controls  
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course is a study of financial principles and controls of food service operation including review of operation policies and procedures. Topics will include financial budgeting and cost analysis emphasizing food and beverage labor costs, operational analysis, and international and regulatory reporting procedures. Prerequisite: None.

RSTO 2307  
Catering  
CRT HRS:3  LEC HRS:2  LAB HRS:4  OTH HRS:0  
This course instructs the student on the principles, techniques, and applications for both on-premises, off-premises, and group marketing of catering operations including food preparation, holding, and transporting techniques. Prerequisite: Current Food Handlers Card or ServSafe Certified Food Protection Manager card, CHEF 1301 and CHEF 1305.
Robotic Fundamentals
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to flexible automation. Topics will include installation, repair, maintenance, and development of flexible robotic manufacturing systems.
Prerequisite: None.

RBTC 1447
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.

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 (SOCI)

SOCI 1301
Introductory Sociology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is the scientific study of human society, including ways in which groups, social institutions, and individuals affect each other. Causes of social stability and social change are explored through the application of various theoretical perspectives, key concepts, and related research methods of sociology. Analysis of social issues in their institutional context may include topics such as social stratification, gender, race/ethnicity, and deviance.
Prerequisite: Completion of READ 0100 with a grade of "C" or better, or equivalent.

SOCI 1306
Social Problems
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is the application of sociological principles and theoretical perspectives to major social problems in contemporary society such as inequality, crime and violence, substance abuse, environmental issues, deviance, or family problems.
Prerequisite: Completion of READ 0100 with a grade of "C" or better, or equivalent.

SOCI 2301
Marriage and the Family
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course studies the sociological and theoretical analysis of the structures and functions of the family, the varied cultural patterns of the American family, and the relationships that exist among the individuals within the family, as well as the relationships that exist between the family and other institutions in society.
Prerequisite: Completion of READ 0100 with a grade of "C" or better, or equivalent.

SOCI 2319
Minority Studies
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course studies minority-majority group relations, addressing their historical, cultural, social economic, and institutional development in the United States. Both sociological and social psychological levels of analysis will be employed to discuss issues including experiences of minority groups within inequality, dominance/subordination, prejudice, and discrimination. Particular minority groups may include those based on poverty, race/ethnicity, gender, sexual orientation, age, disability, or religion.
Prerequisite: Completion of READ 0100 with a grade of "C" or better, or equivalent.

Spanish (SPAN)

SPAN 1411
Beginning Spanish I for Non-Spanish Speakers
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
Spanish 1411 is a comprehensive first semester beginning Spanish course designed for students with little or no previous knowledge of Spanish. This course includes instruction and practice in all four basic language skills of speaking, reading, writing, and listening with attention to selected aspects of Hispanic culture. While one of the goals is to learn the basic grammatical structures of the Spanish language, the emphasis will not be on isolated structures but rather on integrating grammar into proficiency-oriented activities. This course will include hands-on activities and computer-based exercises to enhance learning.
Prerequisite: None.

SPAN 1412
Beginning Spanish II for Non-Spanish Speakers
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This course is the continued development of basic Spanish language skills in listening, speaking, reading, and writing within a cultural framework. Students acquire the vocabulary and grammatical structures necessary to communicate and comprehend at the high beginner to low intermediate level.
Prerequisite: SPAN 1411 or departmental placement exam.

SPAN 2311
Intermediate Spanish I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a comprehensive Intermediate Spanish course designed to provide students with the linguistic and learning skills required for successfully completing upper division courses in Spanish. This course includes review of literature, culture and grammar. Furthermore, this course will develop and enhance all language skills through reading of short stories, presentation/discussion, vocabulary expansion, and writing analytical literary reviews.
Prerequisite: SPAN 1411 and SPAN 1412 or departmental placement exam, and completion of READ 0100 or equivalent, or co-enrollment in READ 0100; and completion of ENGL 0100 or equivalent, or co-enrollment in ENGL 0100.
### Speech (SPCH)

#### SPCH 1311
**Introduction to Speech Communication**
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course introduces basic human communication principles and theories embedded in a variety of contexts including interpersonal, small group, and public speaking.  
Prerequisite: TSI complete in Reading and Writing, or equivalent.

#### SPCH 1315
**Public Speaking**
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course covers the application of communication theory and practice to the public speaking context, with emphasis on audience analysis, speaker delivery, ethics of communication, cultural diversity, and speech organizational techniques to develop students’ speaking abilities, as well as ability to effectively evaluate oral presentations.  
Prerequisite: TSI complete in Reading and Writing, or equivalent.

#### SPCH 1318
**Interpersonal Communications**
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course covers the application of communication theory to interpersonal relationship development, maintenance, and termination in the relationship contexts including friendships, romantic partners, families, and relationships with co-workers and supervisors.  
Prerequisite: TSI complete in Reading and Writing, or equivalent.

#### SPCH 1321
**Business and Professional Communication**
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course is the study and application of communication within the business and professional context. Special emphasis will be given to communication competencies in presentations, dyads, teams and technologically mediated formats.  
Prerequisite: TSI complete in Reading and Writing, or equivalent.

#### SPCH 2333
**Discussion and Small Group Communication**
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course studies discussion and small group theories and techniques as they relate to group process and interaction.  
Prerequisite: TSI complete in Reading and Writing, or equivalent.

#### SPCH 2335
**Argumentation and Debate**
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course emphasizes theories and practice in argumentation and debate including analysis, reasoning, organization, evidence and refutation.  
Prerequisite: Completion of ENGL 1301.

#### SPCH 2389
**Academic Cooperative**
CRT HRS:3  LEC HRS:3  LAB HRS:0  OTH HRS:0  
This course is an instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of speech.  
Prerequisite: Permission from the department.

### Surveying (SRVY)

#### SRVY 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, eg., 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 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.

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, commerce, 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
The course studies the flow of raw material, energy, information, products, services, and people in a business. The course provides a system approach to managing activities associated with traffic, transportation, inventory management and control, warehousing, material handling, packaging, order processing, and information. Special attention is given to production logistics. Prerequisite: TMGT 3302, TMGT 3305, TMGT 3310.

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.
logistics systems in a global economy. Driven by threats such as terrorism, piracy, and of security practices that deal with concerns, study the creation, development, and enhancement of the system. The purpose is to supply chain management with the security requirements of the system. The course combines traditional practices and materials management.

The course studies the security of the supply chain. The course emphasizes the role of the manager in shaping the setting of an organization in its environment and community. The course work implies the professional profile of the student. The course work 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.

TMGT 4353 International Business Seminar CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0 This course provides an overview of the international business environment. The course addresses economic, technological, social, political and cultural factors shaping the evolution of the global economy. Special emphasis is placed on changes in managerial functions and elements of the management process as a result of current global business evolution.

Prerequisite: ECON 2302, TMGT 3302, TMGT 3310.

TMGT 4355 The Manager and Civic Engagement Seminar CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0 This course uses seminar methodology studying the nature of management and its role in civic and community engagement. The course work emphasizes the role of the manager in shaping the setting of an organization in its environment considering social, political, technological, economic, ethical, cultural factors. Case studies give special attention to the cultural and ethical dimensions of the managerial functions in global community.

Prerequisite: TMGT 3310, TMGT 3336.

Visual & Perform Arts (ARTV)

ARTY 1351 Digital Video CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0 This course provides skill development in producing and editing video and sound for multimedia or web productions. Emphasis is placed on the capture, editing, and outputting of video using a desktop digital video workstation.

Prerequisite: PHTC 2431.

Vocational Nursing (VNSG)

VNSG 1105 NCLEX-PN Review CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0 This course is a review of nursing knowledge and skills, study skills, stress management techniques, and test-taking strategies to prepare the graduate vocational nurse (GVN) to take the National Licensure Examination-Practical Nurse (NCLEX-PN).

Prerequisite: Admission to the Vocational Nursing Program.
VNSG 1160
Clinical I - A
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Admission to the Vocational Nursing Program.

VNSG 1161
Clinical I - B
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Admission to the Vocational Nursing Program.

VNSG 1162
Clinical II - A
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Completion of or concurrent enrollment in VNSG 1230, VNSG 1234, VNSG 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 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:5 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.

WLDG 1312
Introduction to Flux Cored Arc Welding (FCAW)
CRT HRS:3 LEC HRS:2 LAB HRS:5 OTH HRS:0
This course is an introduction to the principles of gas metal arc welding (GMAW), setup and use of Gas Metal Arc Welding (GMAW) equipment, and safe use of tools/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 1312, 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), and/or any other approved welding processes. 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 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 2451
Advanced Gas Tungsten Arc Welding (GTAW)
CRT HRS: 4   LEC HRS: 2   LAB HRS: 6   OTH HRS: 0
This course covers advanced topics in GTAW welding, including welding in various positions and directions. 
Prerequisite: WLDG 1434.
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South Texas College 323
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<th>Salvador A. Martinez</th>
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**Diesel Technology**

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<th>Bimal Soti</th>
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<th>Marcela Garza</th>
<th>Jing Zhu</th>
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**Economics**

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<th>Minerva Aguilera</th>
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<th>Joel J. Rodriguez</th>
<th>Rene R. Zuniga</th>
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<th>Ruby C. Campuzano</th>
<th>Christina A. Aguilar</th>
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<th>Daniel Sanchez</th>
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