



TRI·COUNTY
COMMUNITY COLLEGE

PROGRAMS OF STUDY

2012-13



Programs of Study

Requirements & Recommended Schedules

Accounting (A25100).....	88
Associate in General Education (A10300).....	89
Automotive Systems Technology (A60160).....	90
Business Administration (A25120).....	91
Business Administration/Customer Service (A2512B).....	92
Business Administration/Shooting and Hunting Sports Management (A2512J).....	93
College Transfer (A10100).....	94
Associate in Arts (A10100).....	95
Associate in Science (A10400).....	100
Pre-Majors:	
Communication/Communication Management (A1010O).....	107
Engineering (A1040D).....	111
Nursing (A1010I).....	114
Computer Information Technology (A25260).....	118
Computer Integrated Machining (A50210).....	119
Cosmetology (A55140).....	120
Cosmetology Instructor (C55160).....	121
Criminal Justice Technology (A55180).....	122
Early Childhood Education (A55220).....	124
Electrical Engineering Technology (A40180).....	126
Emergency Medical Science (A45340).....	127
Entrepreneurship (A25490).....	128
Esthetics (C55230).....	129
Human Services Technology (A45380).....	130
Human Services Technology: Animal Assisted Interactions(A4538F).....	131
Human Services Technology: Social Services (A4538D).....	133
Manicure and Nail Technology (C55400).....	134
Medical Assisting (A45400).....	135
Medical Office Administration (A25310).....	137
Nursing (A45110).....	138
Office Administration (A25370).....	141
Office Administration - Legal (A2537A).....	143
School Age Education (A55440).....	145
Therapeutic Massage (D45750).....	146
Web Technologies (A25290).....	148
Welding (D50420).....	149

(A25100) The Accounting curriculum is designed to provide students with the knowledge and the skills necessary for employment and growth in the accounting profession. Using the “language of business,” accountants assemble and analyze, process, and communicate essential information about financial operations.

In addition to course work in accounting principles, theories, and practice, students will study business law, finance, management, and economics. Related skills are developed through the study of communications, computer applications, financial analysis, critical thinking skills, and ethics.

Graduates should qualify for entry-level accounting positions in many types of organizations including accounting firms, small businesses, manufacturing firms, banks, hospitals, school systems, and governmental agencies. With work experience and additional education, an individual may advance in the accounting profession.

Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of semester hours listed for graduation.

Fall Semester 1		Lecture	Lab	Credit
ENG 111*	Expository Writing	3	0	3
BUS 110*	Introduction to Business	3	0	3
CIS 111*	Basic PC Literacy	1	2	2
	OR			
CIS 110*	Introduction to Computers	2	2	3
ACC 120*	Principles of Financial Accounting	3	2	4
ACA 111*	College Student Success	1	0	1
Choose One Math Course and the corresponding lab:				
MAT 115*	Mathematical Models	2	2	3
MAT 140*	Survey of Mathematics	3	0	3
& MAT 140A*	Survey of Mathematics Lab	0	2	1
MAT 151*	Statistics I	3	0	3
MAT 151A*	Statistics I Lab	0	2	1
MAT 155*	Statistical Analysis	3	0	3
MAT 155A*	Statistical Analysis Lab	0	2	1
	Total			16/18
Spring Semester 1		Lecture	Lab	Credit
ACC 121*	Principles of Managerial Accounting	3	2	4
ACC 122	Principles of Financial Accounting II	3	0	3
ACC 150*	Accounting Software Applications	1	2	2
BUS 121*	Business Math	2	2	3
ENG 114*	Professional Research & Reporting	3	0	3
CTS 130*	Spreadsheet	2	2	3
	Total			18
Fall Semester 2		Lecture	Lab	Credit
ACC 129*	Individual Income Taxes	2	2	3
ACC 220	Intermediate Accounting I	3	2	4
ACC 140*	Payroll Accounting	1	2	2
BUS 115*	Business Law I	3	0	3
DBA 110	Database Concepts	2	3	3
Choose One:				
ECO 151*	Survey of Economics	3	0	3
ECO 251*	Principles of Microeconomics	3	0	3
ECO 252*	Principles of Macroeconomics	3	0	3
	Total			18
Spring Semester 2		Lecture	Lab	Credit
ACC 130*	Business Income Taxes	2	2	3
ACC 180	Practices in Bookkeeping	3	0	3
ACC 225	Cost Accounting	3	0	3
Humanities Elective: ART, DRA, ENG, HUM, MUS, PHI, or REL				
Social Science Elective: ANT, ECO, GEO, HIS, POL, PSY, or SOC				
Business Technologies Elective: BUS, CJC, ECO or OST				
	Total			18

TOTAL HOURS 70/72

**Students completing these courses may earn a diploma.*

(A10300) The Associate in General Education (AGE) curriculum is designed for individuals wishing to broaden their education, with emphasis on personal interest, growth and development. The two-year General Education program provides students opportunities to study English, literature, fine arts, philosophy, social science, science and mathematics at the college level. All courses in the program are college-level courses. Many of the courses are equivalent to college transfer courses; however, the program is not principally designed for college transfer.

Students interested in the Associate in General Education must work out a program of study with a campus advisor, which also must be approved by the Registrar no later than the end of the student's first semester at the College.

Students may be required to take one or more student support courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of contact hours listed for graduation.

That program of study must include at least 16 hours of general education core classes:

General Education Core (16 hours)

Composition (6 hours)

ENG 111 Expository Writing

ENG 113 Literature-Based Research **OR**

ENG 114 Professional Research and Reporting

Humanities (3 hours)

Select one course from:

MUS, ART, DRA, HUM, ENG, PHI, or REL

Social Science (3 hours)

Select one course from:

ANT, ECO, GEO, HIS, POL, PSY, or SOC

Science/Math (4 hours)

Select one course from:

MAT (140 or higher), AST, BIO, CHM, or PHY

Other hours must be chosen from Comprehensive Articulation Agreement approved transfer courses.

TOTAL HOURS 65

(A60160) The Automotive Systems Technology curriculum prepares individuals for employment as Automotive Service Technicians. It provides an introduction to automotive careers and increases student awareness of the challenges associated with this fast and ever-changing field.

Classroom and lab experiences integrate technical and academic course work. Emphasis is placed on theory, servicing and operation of brakes, electrical/electronic systems, engine performance, steering/suspension, automatic transmission/transaxles, engine repair, climate control, and manual drive trains. Upon completion of this curriculum, students should be prepared to take the ASE exam and be ready for full-time employment in dealerships and repair shops in the automotive service industry.

Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of contact hours listed for graduation.

Automotive Service Excellence Certification will not accept any hours that are over five years old. Therefore, it is the decision of the automotive department not to accept any curriculum credits for automotive classes that are over five years old.

Fall Semester 1		Lecture	Lab	Credit
MAT 115*	Mathematical Models	2	2	3
ENG 111*	Expository Writing	3	0	3
AUT 110*	Introduction to Automotive Technology	2	2	3
AUT 161*	Basic Auto Electricity	4	3	5
ACA 111	College Student Success	1	0	1
		Total		15
Spring Semester 1		Lecture	Lab	Credit
AUT 116*	Engine Repair	2	3	3
AUT 116A*	Engine Repair Lab	0	3	1
AUT 151*	Brake Systems	2	3	3
AUT 151A*	Brake Systems Lab	0	3	1
CIS 111	Basic PC Literacy	1	2	2
ENG 114	Professional Research & Reporting	3	0	3
		Total		13
Summer Semester 1		Lecture	Lab	Credit
AUT 141*	Suspension & Steering Systems	2	3	3
AUT 141A*	Suspension & Steering Lab	0	3	1
AUT 171*	Auto Climate Control	2	4	4
		Total		8
Fall Semester 2		Lecture	Lab	Credit
AUT 114	Safety and Emissions	1	2	2
AUT 114A	Safety and Emissions Lab	0	2	1
AUT 123*	Powertrain Diagnosis & Service	1	3	2
AUT 163	Advanced Auto Electricity	2	3	3
AUT 181*	Engine Performance 1	2	3	3
AUT 181A*	Engine Performance 1 Lab	0	3	1
Social Science Elective: ANT, ECO, GEO, HIS, POL, PSY, or SOC		3	0	3
		Total		15
Spring Semester 2		Lecture	Lab	Credit
AUT 183*	Engine Performance 2	2	6	4
AUT 231	Manual Drive Trains/Axles	2	3	3
AUT 231A	Man Trans/AX Drtrains Lab	0	3	1
AUT 281*	Advanced Engine Performance	2	2	3
Humanities Elective: ART, DRA, ENG, HUM, MUS, PHI, or REL		3	0	3
		Total		14

TOTAL HOURS 65

**Students completing these courses may earn a diploma.*

(A25120) The Business Administration curriculum is designed to introduce students to the various aspects of the free enterprise system. Students will be provided with a fundamental knowledge of business functions, processes, and an understanding of business organizations in today's global economy.

Course work includes business concepts such as accounting, business law, economics, management, and marketing. Skills related to the application of these concepts are developed through the study of computer applications, communication, team building, and decision making.

Through these skills, students will have a sound business education base for lifelong learning. Graduates are prepared for employment opportunities in government agencies, financial institutions, and large to small business or industry.

Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of contact hours listed for graduation.

Fall Semester 1		Lecture	Lab	Credit
ACC 129*	Individual Income Taxes	2	2	3
ENG 111*	Expository Writing	3	0	3
BUS 110*	Introduction to Business	3	0	3
OST 131*	Keyboarding	1	2	2
ACA 111*	College Student Success	1	0	1
BUS 137*	Principles of Management	3	0	3
CIS 111*	Basic PC Literacy	1	2	2
	OR			
CIS 110*	Introduction to Computers	2	2	3
		Total		17/18

Spring Semester 1		Lecture	Lab	Credit
CTS 130	Spreadsheet	2	2	3
ENG 114*	Professional Research & Reporting	3	0	3
BUS 121*	Business Math	2	2	3
DBA 110	Database Concepts	2	3	3
BUS 153	Human Resource Management	3	0	3
OST 136*	Word Processing	2	2	3
		Total		18

Fall Semester 2		Lecture	Lab	Credit
ACC 120*	Principles of Financial Accounting	3	2	4
BUS 115*	Business Law I	3	0	3
BUS 139	Entrepreneurship I	3	0	3
MKT 120*	Principles of Marketing	3	0	3
MAT 115*	Mathematical Models	2	2	3
	OR			
MAT 140*	Survey of Mathematics	3	0	3
MAT 140A*	Survey of Mathematics Lab	0	2	1
Choose One:*				
ECO 151	Survey of Economics	3	0	3
ECO 251	Principles of Microeconomics	3	0	3
ECO 252	Principles of Macroeconomics	3	0	3
		Total		19/20

Spring Semester 2		Lecture	Lab	Credit
ACC 121	Principles of Managerial Accounting	3	2	4
ACC 150	Accounting Software Applications	1	2	2
BUS 260*	Business Communications	3	0	3
Humanities Elective: ART, DRA, ENG, HUM, MUS, PHI, or REL		3	0	3
Choose One:				
BUS 125	Personal Finance	3	0	3
BUS 116	Business Law II	3	0	3
ECO 252	Principles of Macroeconomics	3	0	3
Social Science Elective: ANT, ECO, GEO, HIS, POL, PSY, or SOC		3	0	3
		Total		18

TOTAL HOURS 72/74

**Students completing these courses may earn a diploma.*

(A2512B) Customer Service is a concentration under the curriculum title of Business Administration. This curriculum provides a broad foundation of communication and interpersonal skills designed to prepare the individual for customer contact roles within a business organization.

Emphasized are concepts in retailing, credit and collections, resolving customer complaints, service follow-up, consumer law, and consumer behavior. Concepts include communicating effectively, using interpersonal skills, establishing credit worthiness, analyzing common accounting financial and credit documents, and operating a computer.

Employment opportunities include customer services representative, customer services manager, consumer relations, credit analyst, credit card specialist, credit and collection specialist, retail sales, accounts control analyst, administrative assistant, authorizations analyst, and telephone sales representative in both service- and production-oriented businesses.

Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of contact hours listed for graduation.

Fall Semester 1		Lecture	Lab	Credit
ACA 111	College Student Success	1	0	1
BUS 110	Introduction to Business	3	0	3
BUS 115*	Business Law I	3	0	3
BUS 137*	Principles of Management	3	0	3
CIS 111*	Basic PC Literacy	1	2	2
	OR			
CIS 110*	Introduction to Computers	2	2	3
ENG 111*	Expository Writing	3	0	3
OST 131*	Keyboarding	1	2	2
	Total			17/18
Spring Semester 1		Lecture	Lab	Credit
BUS 116	Business Law II	3	0	3
BUS 121*	Business Math	2	2	3
ENG 114*	Professional Research & Reporting	3	0	3
MAT 115	Mathematical Models	2	2	3
	OR			
MAT 140	Survey of Mathematics	3	0	3
MAT 140A	Survey of Mathematics Lab	0	2	1
OST 136	Word Processing	2	2	3
PSY 118	Interpersonal Psychology	3	0	3
	Total			18/19
Fall Semester 2		Lecture	Lab	Credit
ACC 120*	Principles of Financial Accounting	3	2	4
CSV 110*	Introduction to Customer Service	3	0	3
CSV 220*	Consumer Credit	3	0	3
CTS 130	Spreadsheet	2	2	3
MKT 120*	Principles of Marketing	3	0	3
Humanities Elective: ART, DRA, ENG, HUM, MUS, PHI, or REL		3	0	3
	Total			19
Spring Semester 2		Lecture	Lab	Credit
ACC 150	Accounting Software Applications	1	2	2
BUS 260	Business Communications	3	0	3
DBA 110	Database Concepts	2	3	3
CSV 210*	Advanced Customer Service	3	0	3
CSV 221*	Letters of Credit	3	0	3
MKT 222	Credit Procedures	3	0	3
Choose One:*				
ECO 151	Survey of Economics	3	0	3
ECO 251	Principles of Microeconomics	3	0	3
ECO 252	Principles of Macroeconomics	3	0	3
	Total			20

TOTAL HOURS 74/76

**Students completing these courses may earn a diploma.*

(A2512J) Shooting and Hunting Sports Management is a concentration under the title of Business Administration. This curriculum is designed to prepare students for a career in shooting and hunting sports retail businesses.

Course work includes business concepts such as basic gunsmithing, buying and merchandising, advertising and sales promotion, introduction to shooting sports, gun shop management and sports hunting.

Graduates should be prepared for employment opportunities in large and small retail sporting centers, private shooting sports businesses, and shooting sports equipment manufacturing.

Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of contact hours listed for graduation.

Fall Semester 1		Lecture	Lab	Credit
ACA 111	College Student Success	1	0	1
BUS 110	Introduction to Business	3	0	3
	OR			
BUS 139	Entrepreneurship I	3	0	3
BUS 115*	Business Law I	3	0	3
BUS 137*	Principles of Management	3	0	3
CIS 111*	Basic PC Literacy	1	2	2
	OR			
CIS 110*	Introduction to Computers	2	2	3
ENG 111*	Expository Writing	3	0	3
MKT 120*	Principles of Marketing	3	0	3
OST 131*	Keyboarding	1	2	2
	Total			20/21

Spring Semester 1		Lecture	Lab	Credit
BUS 121*	Business Math	2	2	3
DBA 110	Database Concepts	2	3	3
ENG 114*	Professional Research & Reporting	3	0	3
MAT 115	Mathematical Models	2	2	3
	OR			
MAT 140	Survey of Mathematics	3	0	3
MAT 140A	Survey of Mathematics Lab	0	2	1
MKT 125	Buying and Merchandising	3	0	3
PSY 118	Interpersonal Psychology	3	0	3
	Total			18/19

Fall Semester 2		Lecture	Lab	Credit
ACC 120*	Principles of Financial Accounting	3	2	4
MKT 220	Advertising and Sales Promotion	3	0	3
SSM 110*	Introduction to Shooting Sports	3	3	4
SSM 112*	Sports Hunting	3	0	3
Humanities Elective:	ART, DRA, ENG, HUM, MUS, PHI, or REL	3	0	3
	Total			17

Spring Semester 2		Lecture	Lab	Credit
ACC 150	Accounting Software Applications	1	2	2
CTS 130	Spreadsheet	2	2	3
SSM 111*	Gun Shop Management	3	0	3
SSM 114*	Shooting Sports Management	3	6	5
OST 286	Professional Development	3	0	3
Choose One:*				
ECO 151	Survey of Economics	3	0	3
ECO 251	Principles of Microeconomics	3	0	3
ECO 252	Principles of Macroeconomics	3	0	3
	Total			19

TOTAL HOURS 74/76

**Students completing these courses may earn a diploma.*

Tri-County Community College offers a number of options for students interested in completing coursework to transfer to a public or private university. These options include:

Associate of Arts/Science Degree

Students who elect to pursue the A.A. or A.S. degree must complete all course requirements as outlined in the General Catalog and Student Handbook. All public universities in North Carolina will accept students achieving the A.A. or A.S. degree as juniors if the following conditions are met:

- Students must have an overall Grade Point Average (GPA) of 2.0 on a 4.0 scale at the time of transfer and a grade of “C” or better in all core courses.
- Students meet the admissions requirements for the university.

If these conditions are met, students are not required to take more general education classes after transfer unless these courses are necessary to pursue their chosen major or those courses are considered specific graduation requirements at the university.

44-Hour Block

Students who elect to pursue the 44-hour block must complete all English Composition, Humanities/Fine Arts, Social/Behavioral Sciences, and Natural Science/Mathematics course requirements as outlined in the General Catalog and Student Handbook. These requirements actually result in the completion of 45 or 46 hours because of the mathematics lab requirement. All public universities in North Carolina will accept students achieving 44-hour block as sophomores if the following conditions are met:

- Students must have an overall Grade Point Average (GPA) of 2.0 on a 4.0 scale at the time of transfer and a grade of “C” or better in all courses.
- Students meet the admissions requirements for the university.

Students must meet the receiving university’s foreign language and/or health and physical education requirements, if applicable, prior to or after transfer to the senior institution. Upon transfer at the sophomore level, a non-graduate who has completed the general core should be advised at the University to take pre-major or cognate courses based on his or her chosen major.

Students who complete the 44-hour block are eligible to receive a diploma in College Transfer.

Course-by-Course Transfer

The transcripts of students who transfer before completing the 44-hour block will be evaluated on a course-by-course basis by the receiving universities. The transferring student who has not completed the core must meet the receiving institution’s general education requirement. To achieve credit for courses taken at the community college, the student should:

- Maintain close contact with the senior institution to ensure that courses taken will satisfy its general education requirements. Most universities post their transfer agreements on their web page.
- Achieve a grade of “C” or better in all classes. (Courses for which students earn less than a “C” may not transfer.)

More information on the Comprehensive Articulation Agreement can be found at http://www.ga.unc.edu/student_info/caa/.

(A10100) The Associate in Arts degree program is a college transfer program, paralleling the freshman and sophomore years of a four-year college or university, for students who want to pursue four-year degrees in areas of study such as English, history, education, psychology, the social sciences, or professional programs that require a strong across-the-board academic background. During the first two years of college, students pursue a program of general education coursework in the area of communications, computer information systems, humanities, fine arts, mathematics, natural sciences, and social and behavioral sciences.

These general education courses enable students to gain a well-rounded education before going on to four-year institutions where they will take courses in their major disciplines to complete baccalaureate degrees. Courses in this program have approval for transfer for general education purposes to any of the 16 institutions of the University of North Carolina through a Comprehensive Articulation Agreement. Students who earn 65 semester hours of academic credit in these approved transfer courses, with a grade of “C” or better in each course and an overall GPA of at least 2.0 on a 4.0 scale, will receive at least 65 semester hours of academic credit upon admission to the university. Although all courses have approval to meet general education requirements, students must still meet the transfer university’s foreign language and physical education requirements. Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of credit hours listed for graduation.

COMPOSITION – 6 Hours

ENG	111	Expository Writing	3	0	3
ENG	113	Literature-Based Research	3	0	3

COMMUNICATION – 3 Hours

(Select 3 hours from the following courses)

COM	110	Introduction to Communication	3	0	3
COM	231	Public Speaking	3	0	3

LITERATURE – 3 hours

(Select 3 hours from the following courses)

ENG	231	American Literature I	3	0	3
ENG	232	American Literature II	3	0	3
ENG	233	Major American Writers	3	0	3
ENG	241	British Literature I	3	0	3
ENG	242	British Literature II	3	0	3
ENG	251	Western World Literature I	3	0	3
ENG	252	Western World Literature II	3	0	3
ENG	261	World Literature I	3	0	3
ENG	262	World Literature II	3	0	3

HUMANITIES – 6 hours

(Select 6 hours from the following courses including 3 hours from a discipline other than ENG or COM)

ART	111	Art Appreciation	3	0	3
ART	114	Art History Survey I	3	0	3
ART	115	Art History Survey II	3	0	3
COM	110	Introduction to Communication	3	0	3
COM	120	Introduction to Interpersonal Communication	3	0	3
COM	140	Introduction Intercultural Communication	3	0	3
COM	231	Public Speaking	3	0	3
DRA	111	Theatre Appreciation	3	0	3
ENG	231	American Literature I	3	0	3
ENG	232	American Literature II	3	0	3
ENG	233	Major American Writers	3	0	3
ENG	241	British Literature I	3	0	3
ENG	242	British Literature II	3	0	3
ENG	243	Major British Writers	3	0	3

ENG	251	Western World Literature I	3	0	3
ENG	252	Western World Literature II	3	0	3
ENG	261	World Literature I	3	0	3
ENG	262	World Literature II	3	0	3
FRE	111	Elementary French I	3	0	3
FRE	112	Elementary French II	3	0	3
HUM	110	Technology and Society	3	0	3
HUM	115	Critical Thinking	3	0	3
HUM	120	Cultural Studies	3	0	3
HUM	121	The Nature of America	3	0	3
HUM	130	Myth in Human Culture	3	0	3
HUM	160	Introduction to Film	3	0	3
HUM	211	Humanities I	3	0	3
HUM	212	Humanities II	3	0	3
HUM	220	Human Values and Meaning	3	0	3
ITA	111	Elementary Italian I	3	0	3
ITA	112	Elementary Italian II	3	0	3
MUS	110	Music Appreciation	3	0	3
MUS	113	American Music	3	0	3
MUS	114	Nonwestern Music	3	0	3
PHI	220	Western Philosophy I	3	0	3
PHI	221	Western Philosophy II	3	0	3
PHI	240	Introduction to Ethics	3	0	3
REL	111	Eastern Religion	3	0	3
REL	112	Western Religion	3	0	3
REL	211	Introduction to Old Testament	3	0	3
REL	212	Introduction to New Testament	3	0	3
REL	221	Religion in America	3	0	3
SPA	111	Elementary Spanish I	2	2	3
SPA	112	Elementary Spanish II	2	2	3

MATHEMATICS – 6-8 hours**(Choose a course & the corresponding lab from each group.)****Group 1**

MAT	140	Survey of Mathematics	3	0	3
MAT	140A	Survey of Mathematics Lab	0	2	1
MAT	161	College Algebra	3	0	3
MAT	165	Finite Mathematics	3	0	3
MAT	165A	Finite Mathematics Lab	0	2	1
MAT	171	Precalculus Algebra	3	0	3
MAT	171A	Precalculus Algebra Lab	0	2	1
MAT	172	Precalculus Trigonometry	3	0	3
MAT	172A	Precalculus Trigonometry Lab	0	2	1
MAT	175	Precalculus	3	0	3
MAT	175A	Precalculus Lab	0	2	1
MAT	271	Calculus I	3	2	4

Group 2

MAT	151	Statistics I	3	0	3
MAT	151A	Statistics I Lab	0	2	1
MAT	155	Statistical Analysis	3	0	3
MAT	155A	Statistical Analysis	0	2	1
MAT	272	Calculus II	3	2	4
MAT	273	Calculus III	3	2	4

CIS	110	Introduction to Computers	2	2	3
CIS	115	Introduction to Programming & Logic	2	3	3

NATURAL SCIENCES – 8 hours**(Select 8 hours from the following courses)**

AST	111	Descriptive Astronomy	3	0	3
AST	111A	Descriptive Astronomy Lab	0	2	1
AST	151	General Astronomy I	3	0	3
AST	151A	General Astronomy I Lab	0	2	1
AST	152	General Astronomy II	3	0	3
AST	152A	General Astronomy II Lab	0	2	1
BIO	110	Principles of Biology	3	3	4
BIO	111	General Biology I	3	3	4
BIO	112	General Biology II	3	3	4
BIO	120	Introductory Botany	3	3	4
BIO	130	Introductory Zoology	3	3	4
BIO	140	Environmental Biology	3	0	3
BIO	140A	Environmental Biology Lab	0	3	1
CHM	131	Introduction to Chemistry	3	0	3
CHM	131A	Intro to Chemistry Lab	0	3	1
CHM	132	Organic and Biochemistry	3	3	4
CHM	135	Survey of Chemistry I	3	2	4
CHM	136	Survey of Chemistry II	3	2	4
CHM	151	General Chemistry I	3	3	4
CHM	152	General Chemistry II	3	3	4
GEL	111	Introductory Geology	3	2	4
PHY	110	Conceptual Physics	3	0	3
PHY	110A	Conceptual Physics Lab	0	2	1
PHY	151	College Physics I	3	2	4
PHY	152	College Physics II	3	2	4
PHY	251	General Physics I	3	3	4
PHY	252	General Physics II	3	3	4

HISTORY – 3 hours**(Select 3 hours from the following courses)**

HIS	121	Western Civilization I	3	0	3
HIS	122	Western Civilization II	3	0	3
HIS	131	American History I	3	0	3
HIS	132	American History II	3	0	3

SOCIAL SCIENCE – 9 hours**(Select 9 hours from the following courses, 6 hours from disciplines other than HIS)**

ANT	210	General Anthropology	3	0	3
ANT	221	Comparative Cultures	3	0	3
ANT	240	Archaeology	3	0	3
ECO	251	Principles of Microeconomics	3	0	3
ECO	252	Principles of Macroeconomics	3	0	3
GEO	111	World Regional Geography	3	0	3
HIS	115	Introduction to Global History	3	0	3
HIS	121	Western Civilization I	3	0	3
HIS	122	Western Civilization II	3	0	3
HIS	131	American History I	3	0	3
HIS	132	American History II	3	0	3
POL	110	Introduction to Political Science	3	0	3

POL	120	American Government	3	0	3
POL	210	Comparative Government	3	0	3
POL	220	International Relations	3	0	3
PSY	150	General Psychology	3	0	3
PSY	237	Social Psychology	3	0	3
PSY	241	Developmental Psych	3	0	3
PSY	281	Abnormal Psychology	3	0	3
SOC	210	Introduction to Sociology	3	0	3
SOC	213	Sociology of the Family	3	0	3
SOC	220	Social Problems	3	0	3
SOC	225	Social Diversity	3	0	3
SOC	240	Social Psychology	3	0	3

Students who complete the above 44-46 hours are eligible to receive a diploma in College Transfer.

Required Courses – 3 hours

HEA	110	Personal Health/Wellness	3	0	3
-----	-----	--------------------------	---	---	---

OR 3 hours of PED courses.

Student Success – 1 hour

(Choose one)

ACA	111	College Student Success	1	0	1
ACA	122	College Transfer Success	1	0	1

Elective Hours – 15-17 hours

(Select 15-17 hours from the following courses or any subject area listed above.)

ACA	122	College Transfer Success	1	0	1
ACC	120	Principles of Financial Accounting	3	2	4
ACC	121	Principles of Managerial Accounting	3	2	4
ART	113	Art Methods and Materials	2	2	3
ART	121	Two-Dimensional Design	0	6	3
ART	131	Drawing I	0	6	3
ART	132	Drawing II	0	6	3
ART	283	Ceramics I	0	6	3
BIO	145	Ecology	3	3	4
BIO	146	Regional Natural History	3	3	4
BIO	155	Nutrition	3	0	3
BIO	168	Anatomy and Physiology I	3	3	4
BIO	169	Anatomy and Physiology II	3	3	4
BIO	173	Microbes in World Affairs	3	0	3
BIO	175	Microbiology	2	2	3
BIO	224	Local Flora Spring	1	2	2
BIO	225	Local Flora Summer	1	2	2
BIO	226	Local Flora Fall	1	2	2
BIO	242	Nature Resource Conservation	3	0	3
BIO	243	Marine Biology	3	3	4
BIO	273	Radiation Biology	2	0	2
BUS	110	Introduction to Business	3	0	3
BUS	115	Business Law	3	0	3
BUS	137	Principles of Management	3	0	3
CJC	111	Introduction to Criminal Justice	3	0	3
CJC	121	Law Enforcement Operations	3	0	3
CJC	141	Corrections	3	0	3

COM	130	Nonverbal Communication	3	0	3
COM	150	Introduction to Mass Communication	3	0	3
COM	160	Small Group Communication	3	0	3
COM	233	Persuasive Speaking	3	0	3
COM	251	Debate I	3	0	3
DRA	170	Play Production I	0	9	3
EDU	144	Child Development I	3	0	3
EDU	145	Child Development II	3	0	3
EDU	146	Child Guidance	3	0	3
EDU	216*	Foundations in Education	3	0	3
ENG	114	Professional Research & Reporting	3	0	3
ENG	125	Creative Writing I	3	0	3
ENG	126	Creative Writing II	3	0	3
ENG	235	Survey of Film as Literature	3	0	3
ENG	272	Southern Literature	3	0	3
ENG	273	African-American Literature	3	0	3
ENG	274	Literature by Women	3	0	3
ENG	275	Science Fiction	3	0	3
FRE	141	Culture and Civilization	3	0	3
JOU	110	Introduction to Journalism	3	0	3
JOU	216	Writing for Mass Media	2	2	3
JOU	217	Feature/Editorial Writing	2	2	3
HEA	112	First Aid & CPR	1	2	2
HIS	116	Current World Problems	3	0	3
HIS	117	History of Religions	3	0	3
HIS	141	Genealogy and Local History	3	0	3
HIS	161	Science and Technology	3	0	3
HIS	162	Women and History	3	0	3
HIS	163	The World Since 1945	3	0	3
HIS	165	Twentieth Century World	3	0	3
HIS	221	African-American History	3	0	3
HIS	226	The Civil War	3	0	3
HIS	227	Native American History	3	0	3
HIS	231	Recent American History	3	0	3
HIS	233	History of Appalachia	3	0	3
HIS	234	Cherokee History	3	0	3
HIS	262	Middle East History	3	0	3
MAT	141	Mathematical Concepts I	3	0	3
MAT	141	Mathematical Concepts I Lab	0	2	1
MAT	142	Mathematical Concepts II	3	0	3
MAT	142	Mathematical Concepts II Lab	0	2	1
MAT	167	Discrete Mathematics	3	0	3
MAT	252	Statistics II	3	0	3
MAT	252	Statistics II Lab	0	2	1
MAT	285	Differential Equations	3	0	3
MUS	131	Chorus I	0	2	1
MUS	132	Chorus II	0	2	1
MUS	141	Ensemble I	0	2	1
MUS	142	Ensemble II	0	2	1
SOC	250	Sociology of Religion	3	0	3
SOC	254	Rural and Urban Sociology	3	0	3
SPA	141	Culture and Civilization	3	0	3

*This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement at select institutions only.

(A10400) The Associate in Science degree program is a college transfer program, paralleling the freshman and sophomore years of a four-year college or university, for students who want to pursue four-year degrees in areas of study such as mathematics, engineering, computer science, the sciences, or professional programs that require a strong mathematics and science background. During the first two years of college, students pursue a program of general education coursework in the area of communications, computer information systems, humanities, fine arts, mathematics, natural sciences, and social and behavioral sciences.

These general education courses enable students to gain a well-rounded education before going on to four-year institutions where they will take courses in their major disciplines to complete baccalaureate degrees. Courses in this program have approval for transfer for general education purposes to any of the 16 institutions of the University of North Carolina through a Comprehensive Articulation Agreement. Students who earn 64-65 semester hours of academic credit in these approved transfer courses, with a grade of "C" or better in each course and an overall GPA of at least 2.0 on a 4.0 scale, will receive at least 65 semester hours of academic credit upon admission to the university. Although all courses have approval to meet general education requirements, students must still meet the transfer university's foreign language and physical education requirements. Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of credit hours listed for graduation.

COMPOSITION – 6 Hours

ENG	111	Expository Writing	3	0	3
ENG	113	Literature-Based Research	3	0	3

COMMUNICATION – 3 Hours

(Select 3 hours from the following courses)

COM	110	Introduction to Communication	3	0	3
COM	231	Public Speaking	3	0	3

LITERATURE – 3 hours

(Select 3 hours from the following courses)

ENG	231	American Literature I	3	0	3
ENG	232	American Literature II	3	0	3
ENG	233	Major American Writers	3	0	3
ENG	241	British Literature I	3	0	3
ENG	242	British Literature II	3	0	3
ENG	251	Western World Literature I	3	0	3
ENG	252	Western World Literature II	3	0	3
ENG	261	World Literature I	3	0	3
ENG	262	World Literature II	3	0	3

HUMANITIES – 3 hours

(Select 3 hours from the following courses)

ART	111	Art Appreciation	3	0	3
ART	114	Art History Survey I	3	0	3
ART	115	Art History Survey II	3	0	3
DRA	111	Theatre Appreciation	3	0	3
FRE	111	Elementary French I	3	0	3
FRE	112	Elementary French II	3	0	3
HUM	110	Technology and Society	3	0	3
HUM	115	Critical Thinking	3	0	3
HUM	120	Cultural Studies	3	0	3
HUM	121	The Nature of America	3	0	3
HUM	130	Myth in Human Culture	3	0	3
HUM	160	Introduction to Film	3	0	3
HUM	211	Humanities I	3	0	3
HUM	212	Humanities II	3	0	3
HUM	220	Human Values and Meaning	3	0	3

ITA	111	Elementary Italian I	3	0	3
ITA	112	Elementary Italian II	3	0	3
MUS	110	Music Appreciation	3	0	3
MUS	113	American Music	3	0	3
MUS	114	Nonwestern Music	3	0	3
PHI	220	Western Philosophy I	3	0	3
PHI	221	Western Philosophy II	3	0	3
PHI	240	Introduction to Ethics	3	0	3
REL	111	Eastern Religion	3	0	3
REL	112	Western Religion	3	0	3
REL	211	Introduction to Old Testament	3	0	3
REL	212	Introduction to New Testament	3	0	3
REL	221	Religion in America	3	0	3
SPA	111	Elementary Spanish I	2	2	3
SPA	112	Elementary Spanish II	2	2	3

MATHEMATICS – 6-8 hours**(Select one (1) group from the following courses - 4 hours)****Group 1**

MAT	171	Precalculus Algebra	3	0	3
MAT	171A	Precalculus Algebra Lab	0	2	1

Group 2

MAT	172	Precalculus Trigonometry	3	0	3
MAT	172A	Precalculus Trigonometry Lab	0	2	1

Group 3

MAT	271	Calculus I	3	2	4
-----	-----	------------	---	---	---

Additional Math - 3-4 hours**(Select one (1) group from the following courses - 4 hours)****Group 1**

MAT	151	Statistics I	3	0	3
MAT	151A	Statistics I Lab	0	2	1

OR

MAT	155	Statistical Analysis	3	0	3
MAT	155A	Statistical Analysis	0	2	1

Group 2

MAT	272	Calculus II	3	2	4
-----	-----	-------------	---	---	---

Group 3

MAT	273	Calculus III	3	2	4
-----	-----	--------------	---	---	---

Group 4

CIS	110	Introduction to Computers	2	2	3
-----	-----	---------------------------	---	---	---

NATURAL SCIENCES – 8 hours**(Select one (1) group from the following courses)****Group 1**

BIO	111	General Biology I	3	3	4
BIO	112	General Biology II	3	3	4

Group 2

CHM	151	General Chemistry I	3	3	4
CHM	152	General Chemistry II	3	3	4

Group 3

PHY	151	College Physics I	3	2	4
PHY	152	College Physics II	3	2	4

Group 4

PHY	251	General Physics I	3	3	4
PHY	252	General Physics II	3	3	4

HISTORY – 3 hours**(Select a course from the following)**

HIS	121	Western Civilization I	3	0	3
HIS	122	Western Civilization II	3	0	3
HIS	131	American History I	3	0	3
HIS	132	American History II	3	0	3

SOCIAL SCIENCE – 6 hours**(Select 6 hours from the following courses, must be chosen from two different disciplines.)**

ANT	210	General Anthropology	3	0	3
ANT	221	Comparative Cultures	3	0	3
ANT	240	Archaeology	3	0	3
ECO	251	Principles of Microeconomics	3	0	3
ECO	252	Principles of Macroeconomics	3	0	3
GEO	111	World Regional Geography	3	0	3
POL	110	Introduction to Political Science	3	0	3
POL	120	American Government	3	0	3
POL	210	Comparative Government	3	0	3
POL	220	International Relations	3	0	3
PSY	150	General Psychology	3	0	3
PSY	237	Social Psychology	3	0	3
PSY	241	Developmental Psych	3	0	3
PSY	281	Abnormal Psychology	3	0	3
SOC	210	Introduction to Sociology	3	0	3
SOC	213	Sociology of the Family	3	0	3
SOC	220	Social Problems	3	0	3
SOC	225	Social Diversity	3	0	3
SOC	240	Social Psychology	3	0	3

SCIENCE/MATH ELECTIVE - Take 6 credits

AST	111	Descriptive Astronomy	3	0	3
AST	111A	Descriptive Astronomy Lab	0	2	1
AST	151	General Astronomy I	3	0	3
AST	151A	General Astronomy I Lab	0	3	1
AST	152	General Astronomy II	3	0	3
AST	152A	General Astronomy II Lab	0	2	1
BIO	110	Principles of Biology	3	3	4
BIO	111	General Biology I	3	3	4
BIO	112	General Biology II	3	3	4
BIO	120	Introductory Botany	3	3	4
BIO	130	Introductory Zoology	3	3	4
BIO	140	Environmental Biology	3	0	3
BIO	140A	Environmental Biology Lab	0	3	1
CHM	131	Introduction to Chemistry	3	0	3
CHM	131A	Intro to Chemistry Lab	0	3	1
CHM	132	Organic and Biochemistry	3	3	4
CHM	151	General Chemistry I	3	3	4
CHM	152	General Chemistry II	3	3	4
GEL	111	Introductory Geology	3	2	4
PHY	110	Conceptual Physics	3	0	3

PHY	110A	Conceptual Physics Lab	0	2	1
PHY	151	College Physics I	3	2	4
PHY	152	College Physics II	3	3	4
PHY	251	General Physics I	3	3	4
PHY	252	General Physics II	3	3	4
MAT	140	Survey of Mathematics	3	0	3
MAT	140A	Survey of Mathematics Lab	0	2	1
MAT	151	Statistics I	3	0	3
MAT	151A	Statistics I Lab	0	2	1
MAT	155	Statistical Analysis	3	0	3
MAT	155A	Statistical Analysis	0	2	1
MAT	165	Finite Mathematics	3	0	3
MAT	165A	Finite Mathematics Lab	0	2	1
MAT	171	Precalculus Algebra	3	0	3
MAT	171A	Precalculus Algebra Lab	0	2	1
MAT	172	Precalculus Trigonometry	3	0	3
MAT	172A	Precalculus Trig Lab	0	2	1
MAT	175	Precalculus	3	0	3
MAT	175A	Precalculus Lab	0	2	1
MAT	271	Calculus I	3	2	4
MAT	272	Calculus II	3	2	4
MAT	273	Calculus III	3	2	4
CIS	110	Introduction to Computers	2	2	3
CIS	115	Introduction to Programming & Logic	2	3	3

Students who complete the above 44-46 hours are eligible to receive a diploma in College Transfer.

Required Courses – 3 hours

HEA	110	Personal Health/Wellness	3	0	3
-----	-----	--------------------------	---	---	---

Student Success – 1 hour

(Choose one)

ACA	111	College Student Success	1	0	1
ACA	122	College Transfer Success	1	0	1

ADDITIONAL MATH & SCIENCE REQUIREMENTS Take 14 credits

AST	111	Descriptive Astronomy	3	0	3
AST	111A	Descriptive Astronomy Lab	0	2	1
AST	151	General Astronomy I	3	0	3
AST	151A	General Astronomy I Lab	0	3	1
AST	152	General Astronomy II	3	0	3
AST	152A	General Astronomy II Lab	0	2	1
BIO	110	Principles of Biology	3	3	4
BIO	111	General Biology I	3	3	4
BIO	112	General Biology II	3	3	4
BIO	120	Introductory Botany	3	3	4
BIO	130	Introductory Zoology	3	3	4
BIO	140	Environmental Biology	3	0	3
BIO	140A	Environmental Biology Lab	0	3	1
BIO	145	Ecology	3	3	4
BIO	146	Regional Natural History	3	3	4
BIO	155	Nutrition	3	0	3
BIO	168	Anatomy and Physiology I	3	3	4
BIO	169	Anatomy and Physiology II	3	3	4
BIO	173	Microbes in World Affairs	3	0	3
BIO	175	Microbiology	2	2	3

COLLEGE TRANSFER - ASSOCIATE IN SCIENCE

CHM	131	Introduction to Chemistry	3	0	3
CHM	131A	Intro to Chemistry Lab	0	3	1
CHM	132	Organic and Biochemistry	3	3	4
CHM	151	General Chemistry I	3	3	4
CHM	152	General Chemistry II	3	3	4
GEL	111	Introductory Geology	3	2	4
PHY	110	Conceptual Physics	3	0	3
PHY	110A	Conceptual Physics Lab	0	2	1
PHY	151	College Physics I	3	2	4
PHY	152	College Physics II	3	3	4
PHY	251	General Physics I	3	3	4
PHY	252	General Physics II	3	3	4
MAT	140	Survey of Mathematics	3	0	3
MAT	140A	Survey of Mathematics Lab	0	2	1
MAT	151	Statistics I	3	0	3
MAT	151A	Statistics I Lab	0	2	1
MAT	155	Statistical Analysis	3	0	3
MAT	155A	Statistical Analysis	0	2	1
MAT	161	College Algebra	3	0	3
MAT	165	Finite Mathematics	3	0	3
MAT	165A	Finite Mathematics Lab	0	2	1
MAT	171	Precalculus Algebra	3	0	3
MAT	171A	Precalculus Algebra Lab	0	2	1
MAT	172	Precalculus Trigonometry	3	0	3
MAT	172A	Precalculus Trig Lab	0	2	1
MAT	175	Precalculus	3	0	3
MAT	175A	Precalculus Lab	0	2	1
MAT	271	Calculus I	3	2	4
MAT	272	Calculus II	3	2	4
MAT	273	Calculus III	3	2	4
CIS	110	Introduction to Computers	2	2	3
CIS	115	Introduction to Programming & Logic	2	3	3

Elective Hours – 3 hours**(Select 3 hours from the following courses or any subject area listed.)**

ACA	122	College Transfer Success	1	0	1
ACC	120	Principles of Financial Accounting	3	2	4
ACC	121	Principles of Managerial Accounting	3	2	4
ART	113	Art Methods and Materials	2	2	3
ART	121	Two-Dimensional Design	0	6	3
ART	131	Drawing I	0	6	3
ART	132	Drawing II	0	6	3
ART	283	Ceramics I	0	6	3
BIO	145	Ecology	3	3	4
BIO	146	Regional Natural History	3	3	4
BIO	155	Nutrition	3	0	3
BIO	168	Anatomy and Physiology I	3	3	4
BIO	169	Anatomy and Physiology II	3	3	4
BIO	173	Microbes in World Affairs	3	0	3
BIO	175	Microbiology	2	2	3
BIO	224	Local Flora Spring	1	2	2
BIO	225	Local Flora Summer	1	2	2
BIO	226	Local Flora Fall	1	2	2
BIO	242	Nature Resource Conservation	3	0	3
BIO	243	Marine Biology	3	3	4
BIO	273	Radiation Biology	2	0	2

BUS	110	Introduction to Business	3	0	3
BUS	115	Business Law	3	0	3
BUS	137	Principles of Management	3	0	3
CJC	111	Introduction to Criminal Justice	3	0	3
CJC	121	Law Enforcement Operations	3	0	3
CJC	141	Corrections	3	0	3
COM	130	Nonverbal Communication	3	0	3
COM	150	Introduction to Mass Communication	3	0	3
COM	160	Small Group Communication	3	0	3
COM	233	Persuasive Speaking	3	0	3
COM	251	Debate I	3	0	3
DFT	170	Engineering Graphics	2	2	3
DRA	170	Play Production I	0	9	3
EDU	144	Child Development I	3	0	3
EDU	145	Child Development II	3	0	3
EDU	146	Child Guidance	3	0	3
EDU	216*	Foundations in Education	3	0	3
EGR	150	Introduction to Engineering	1	2	2
EGR	220	Engineering Statics	3	0	3
EGR	230	Engineering Materials	3	0	3
ENG	114	Professional Research & Reporting	3	0	3
ENG	125	Creative Writing I	3	0	3
ENG	126	Creative Writing II	3	0	3
ENG	235	Survey of Film as Literature	3	0	3
ENG	272	Southern Literature	3	0	3
ENG	273	African-American Literature	3	0	3
ENG	274	Literature by Women	3	0	3
ENG	275	Science Fiction	3	0	3
FRE	141	Culture and Civilization	3	0	3
JOU	110	Introduction to Journalism	3	0	3
JOU	216	Writing for Mass Media	2	2	3
JOU	217	Feature/Editorial Writing	2	2	3
HEA	112	First Aid & CPR	1	2	2
HIS	115	Introduction to Global History	3	0	3
HIS	116	Current World Problems	3	0	3
HIS	117	History of Religions	3	0	3
HIS	141	Genealogy and Local History	3	0	3
HIS	161	Science and Technology	3	0	3
HIS	162	Women and History	3	0	3
HIS	163	The World Since 1945	3	0	3
HIS	165	Twentieth Century World	3	0	3
HIS	221	African-American History	3	0	3
HIS	226	The Civil War	3	0	3
HIS	227	Native American History	3	0	3
HIS	231	Recent American History	3	0	3
HIS	233	History of Appalachia	3	0	3
HIS	234	Cherokee History	3	0	3
HIS	262	Middle East History	3	0	3
HUM	230	Leadership Development	3	0	3
MAT	141	Mathematical Concepts I	3	0	3
MAT	141A	Mathematical Concepts I Lab	0	2	1
MAT	142	Mathematical Concepts II	3	0	3
MAT	142A	Mathematical Concepts II Lab	0	2	1
MAT	167	Discrete Mathematics	3	0	3

MAT	252	Statistics II	3	0	3
MAT	252A	Statistics II Lab	0	2	1
MAT	285	Differential Equations	3	0	3
MUS	131	Chorus I	0	2	1
MUS	132	Chorus II	0	2	1
MUS	141	Ensemble I	0	2	1
MUS	142	Ensemble II	0	2	1
SOC	250	Sociology of Religion	3	0	3
SOC	254	Rural and Urban Sociology	3	0	3
SPA	141	Culture and Civilization	3	0	3

*This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement at select institutions only.

(A10100) Under the Comprehensive Articulation Agreement and the Independent Comprehensive Articulation Agreement, this template has been developed by university and community college faculty as a blueprint for guiding community colleges in developing programs for students who intend to major in Communication/Communication Studies. Students who successfully complete this course of study and who meet the requirements for admission to the university are eligible to apply for admission to the major with junior standing.

These general education courses enable students to gain a well-rounded education before going on to four-year institutions where they will take courses in their major disciplines to complete baccalaureate degrees. Courses in this program have approval for transfer for general education purposes to any of the 16 institutions of the University of North Carolina through a Comprehensive Articulation Agreement. Students who earn 65 semester hours of academic credit in these approved transfer courses, with a grade of “C” or better in each course and an overall GPA of at least 2.0 on a 4.0 scale, will receive at least 65 semester hours of academic credit upon admission to the university. Although all courses have approval to meet general education requirements, students must still meet the transfer university’s foreign language and physical education requirements. Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of credit hours listed for graduation.

COMPOSITION – 6 Hours

ENG	111	Expository Writing	3	0	3
ENG	113	Literature-Based Research	3	0	3

LITERATURE – 3 hours

(Select 3 hours from the following courses)

ENG	231	American Literature I	3	0	3
ENG	232	American Literature II	3	0	3
ENG	233	Major American Writers	3	0	3
ENG	241	British Literature I	3	0	3
ENG	242	British Literature II	3	0	3
ENG	251	Western World Literature I	3	0	3
ENG	252	Western World Literature II	3	0	3
ENG	261	World Literature I	3	0	3
ENG	262	World Literature II	3	0	3

HUMANITIES

HUM	115	Critical Thinking	3	0	3
-----	-----	-------------------	---	---	---

HUMANITIES ELECTIVE – 6 hours

(Select 6 hours from the following courses including 3 hours from a discipline other than ENG or COM)

ART	111	Art Appreciation	3	0	3
ART	114	Art History Survey I	3	0	3
ART	115	Art History Survey II	3	0	3
COM	140	Introduction Intercultural Communication	3	0	3
DRA	111	Theatre Appreciation	3	0	3
ENG	231	American Literature I	3	0	3
ENG	232	American Literature II	3	0	3
ENG	233	Major American Writers	3	0	3
ENG	241	British Literature I	3	0	3
ENG	242	British Literature II	3	0	3
ENG	243	Major British Writers	3	0	3
ENG	251	Western World Literature I	3	0	3
ENG	252	Western World Literature II	3	0	3
ENG	261	World Literature I	3	0	3
ENG	262	World Literature II	3	0	3
FRE	111	Elementary French I	3	0	3

FRE	112	Elementary French II	3	0	3
HUM	110	Technology and Society	3	0	3
HUM	120	Cultural Studies	3	0	3
HUM	121	The Nature of America	3	0	3
HUM	130	Myth in Human Culture	3	0	3
HUM	160	Introduction to Film	3	0	3
HUM	211	Humanities I	3	0	3
HUM	212	Humanities II	3	0	3
HUM	220	Human Values and Meaning	3	0	3
ITA	111	Elementary Italian I	3	0	3
ITA	112	Elementary Italian II	3	0	3
MUS	110	Music Appreciation	3	0	3
MUS	113	American Music	3	0	3
MUS	114	Nonwestern Music	3	0	3
PHI	220	Western Philosophy I	3	0	3
PHI	221	Western Philosophy II	3	0	3
PHI	240	Introduction to Ethics	3	0	3
REL	111	Eastern Religion	3	0	3
REL	112	Western Religion	3	0	3
REL	211	Introduction to Old Testament	3	0	3
REL	212	Introduction to New Testament	3	0	3
REL	221	Religion in America	3	0	3
SPA	111	Elementary Spanish I	2	2	3
SPA	112	Elementary Spanish II	2	2	3

HISTORY – 3 hours

(Select a course from the following)

HIS	121	Western Civilization I	3	0	3
HIS	122	Western Civilization II	3	0	3
HIS	131	American History I	3	0	3
HIS	132	American History II	3	0	3

SOCIAL SCIENCE – 9 hours

REQUIRED COURSE - 3 hours

PSY	150	General Psychology	3	0	3
-----	-----	--------------------	---	---	---

REQUIRED SELECTION - 3 hours

SOC	210	Introduction to Sociology	3	0	3
	OR				
SOC	225	Social Diversity	3	0	3

(Select 3 hours from the following courses.)

ANT	210	General Anthropology	3	0	3
ANT	221	Comparative Cultures	3	0	3
ANT	240	Archaeology	3	0	3
ECO	251	Principles of Microeconomics	3	0	3
ECO	252	Principles of Macroeconomics	3	0	3
GEO	111	World Regional Geography	3	0	3
HIS	115	Introduction to Global History	3	0	3
HIS	121	Western Civilization I	3	0	3
HIS	122	Western Civilization II	3	0	3
HIS	131	American History I	3	0	3
HIS	132	American History II	3	0	3
POL	110	Introduction Political Science	3	0	3

POL	120	American Government	3	0	3
POL	210	Comparative Government	3	0	3
POL	220	International Relations	3	0	3
PSY	150	General Psychology	3	0	3
PSY	237	Social Psychology	3	0	3
PSY	241	Developmental Psych	3	0	3
PSY	281	Abnormal Psychology	3	0	3
SOC	210	Introduction to Sociology	3	0	3
SOC	213	Sociology of the Family	3	0	3
SOC	220	Social Problems	3	0	3
SOC	225	Social Diversity	3	0	3
SOC	240	Social Psychology	3	0	3

MATHEMATICS – 6-7 hours

REQUIRED COURSE

CIS	110	Introduction to Computers	2	2	3
-----	-----	---------------------------	---	---	---

(Choose a course & the corresponding lab)

Group 1

MAT	140	Survey of Mathematics	3	0	3
MAT	140A	Survey of Mathematics Lab	0	2	1
MAT	161	College Algebra	3	0	3
MAT	161A	College Algebra Lab	0	2	1
MAT	165	Finite Mathematics	3	0	3
MAT	165A	Finite Mathematics Lab	0	2	1
MAT	171	Precalculus Algebra	3	0	3
MAT	171A	Precalculus Algebra Lab	0	2	1
MAT	172	Precalculus Trigonometry	3	0	3
MAT	172A	Precalculus Trigonometry Lab	0	2	1
MAT	175	Precalculus	3	0	3
MAT	175A	Precalculus Lab	0	2	1
MAT	271	Calculus I	3	2	4

NATURAL SCIENCES – 8 hours

(Select 8 hours from the following courses)

AST	111	Descriptive Astronomy	3	0	3
AST	111A	Descriptive Astronomy Lab	0	2	1
AST	151	General Astronomy I	3	0	3
AST	151A	General Astronomy I Lab	0	2	1
AST	152	General Astronomy II	3	0	3
AST	152A	General Astronomy II Lab	0	2	1
BIO	110	Principles of Biology	3	3	4
BIO	111	General Biology I	3	3	4
BIO	112	General Biology II	3	3	4
BIO	120	Introductory Botany	3	3	4
BIO	130	Introductory Zoology	3	3	4
BIO	140	Environmental Biology	3	0	3
BIO	140A	Environmental Biology Lab	0	3	1
CHM	131	Introduction to Chemistry	3	0	3
CHM	131A	Intro to Chemistry Lab	0	3	1
CHM	132	Organic and Biochemistry	3	3	4
CHM	135	Survey of Chemistry I	3	2	4
CHM	136	Survey of Chemistry II	3	2	4

CHM	151	General Chemistry I	3	3	4
CHM	152	General Chemistry II	3	3	4
GEL	111	Introductory Geology	3	2	4
PHY	110	Conceptual Physics	3	0	3
PHY	110A	Conceptual Physics Lab	0	2	1
PHY	151	College Physics I	3	2	4
PHY	152	College Physics II	3	2	4
PHY	251	General Physics I	3	3	4
PHY	252	General Physics II	3	3	4

OTHER REQUIRED COMMUNICATION COURSES

COM	110	Introduction to Communication	3	0	3
COM	120	Introduction to Interpersonal Communication	3	0	3
COM	130	Nonverbal Communication	3	0	3
COM	231	Public Speaking	3	0	3

ELECTIVE – 9 Hours

(Select courses from the following)

COM	140	Introduction Intercultural Communication	3	0	3
COM	150	Introduction to Mass Communication	3	0	3
COM	251	Debate I	3	0	3
MAT	151	Statistics I	3	0	3
MAT	151A	Statistics I Lab	0	2	1
MAT	155	Statistical Analysis	3	0	3
MAT	155A	Statistical Analysis	0	2	1

(A1040D) Under the Comprehensive Articulation Agreement and the Independent Comprehensive Articulation Agreement, this template has been developed by university and community college faculty as a blueprint for guiding community colleges in developing programs for students who intend to major in Engineering. Students who successfully complete this course of study and who meet the requirements for admission to the university are eligible to apply for admission to the major with junior standing.

These general education courses enable students to gain a well-rounded education before going on to four-year institutions where they will take courses in their major disciplines to complete baccalaureate degrees. Courses in this program have approval for transfer for general education purposes to any of the 16 institutions of the University of North Carolina through a Comprehensive Articulation Agreement. Students who earn 64-65 semester hours of academic credit in these approved transfer courses, with a grade of "C" or better in each course and an overall GPA of at least 2.0 on a 4.0 scale, will receive at least 65 semester hours of academic credit upon admission to the university. Although all courses have approval to meet general education requirements, students must still meet the transfer university's foreign language and physical education requirements. Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of credit hours listed for graduation.

COMPOSITION – 6 Hours

ENG	111	Expository Writing	3	0	3
ENG	113	Literature-Based Research	3	0	3
		OR			
ENG	114	Professional Research and Reporting	3	0	3

COMMUNICATION – 3 Hours

(Select 3 hours from the following courses)

COM	110	Introduction to Communication	3	0	3
COM	231	Public Speaking	3	0	3

LITERATURE – 3 hours

(Select 3 hours from the following courses)

ENG	231	American Literature I	3	0	3
ENG	232	American Literature II	3	0	3
ENG	233	Major American Writers	3	0	3
ENG	241	British Literature I	3	0	3
ENG	242	British Literature II	3	0	3
ENG	251	Western World Literature I	3	0	3
ENG	252	Western World Literature II	3	0	3
ENG	261	World Literature I	3	0	3
ENG	262	World Literature II	3	0	3

HUMANITIES – 3 hours

(Select 3 hours from the following courses)

ART	111	Art Appreciation	3	0	3
ART	114	Art History Survey I	3	0	3
ART	115	Art History Survey II	3	0	3
DRA	111	Theatre Appreciation	3	0	3
FRE	111	Elementary French I	3	0	3
FRE	112	Elementary French II	3	0	3
HUM	110	Technology and Society	3	0	3
HUM	115	Critical Thinking	3	0	3
HUM	120	Cultural Studies	3	0	3
HUM	121	The Nature of America	3	0	3
HUM	130	Myth in Human Culture	3	0	3
HUM	160	Introduction to Film	3	0	3
HUM	211	Humanities I	3	0	3
HUM	212	Humanities II	3	0	3

HUM	220	Human Values and Meaning	3	0	3
ITA	111	Elementary Italian I	3	0	3
ITA	112	Elementary Italian II	3	0	3
MUS	110	Music Appreciation	3	0	3
MUS	113	American Music	3	0	3
MUS	114	Nonwestern Music	3	0	3
PHI	220	Western Philosophy I	3	0	3
PHI	221	Western Philosophy II	3	0	3
PHI	240	Introduction to Ethics	3	0	3
REL	111	Eastern Religion	3	0	3
REL	112	Western Religion	3	0	3
REL	211	Introduction to Old Testament	3	0	3
REL	212	Introduction to New Testament	3	0	3
REL	221	Religion in America	3	0	3
SPA	111	Elementary Spanish I	2	2	3
SPA	112	Elementary Spanish II	2	2	3

HISTORY – 3 hours

(Select a course from the following)

HIS	121	Western Civilization I	3	0	3
HIS	122	Western Civilization II	3	0	3
HIS	131	American History I	3	0	3
HIS	132	American History II	3	0	3

SOCIAL SCIENCE – 6 hours

(Choose two disciplines)

ANT	210	General Anthropology	3	0	3
ANT	221	Comparative Cultures	3	0	3
ANT	240	Archaeology	3	0	3
ECO	251	Principles of Microeconomics	3	0	3
ECO	252	Principles of Macroeconomics	3	0	3
GEO	111	World Regional Geography	3	0	3
POL	110	Intro Political Science	3	0	3
POL	120	American Government	3	0	3
POL	210	Comparative Government	3	0	3
POL	220	International Relations	3	0	3
PSY	150	General Psychology	3	0	3
PSY	237	Social Psychology	3	0	3
PSY	241	Developmental Psych	3	0	3
PSY	281	Abnormal Psychology	3	0	3
SOC	210	Introduction to Sociology	3	0	3
SOC	213	Sociology of the Family	3	0	3
SOC	220	Social Problems	3	0	3
SOC	225	Social Diversity	3	0	3
SOC	240	Social Psychology	3	0	3

NATURAL SCIENCES - 12 hours

CHM	151	General Chemistry I	3	3	4
PHY	251	General Physics I	3	3	4
PHY	252	General Physics II	3	3	4

MATHEMATICS - 8 hours

MAT	271	Calculus I	3	2	4
MAT	272	Calculus II	3	2	4

OTHER REQUIRED HOURS - 16 hours

ACA	111	College Student Success	1	0	1
		OR			
ACA	122	College Transfer Success	1	0	1
EGR	120	Engineering and Design Graphics	2	2	3
EGR	150	Introduction to Engineering	1	2	2
EGR	220	Engineering Statics	3	0	3
EGR	230	Engineering Materials	3	0	3
MAT	273	Calculus III	3	2	4

Elective Hours – 4 hours

(Select 4 hours from the following courses or from approved prefixes: CIS, CSC, EGR, MAT, DFT.)

CIS	115	Introduction to Programing and Logic	2	3	3
CSC	134	C++ Programming	2	3	3
CSC	136	Fortran Programming	2	3	3
CSC	151	JAVA Programming	2	3	3
DFT	170	Engineering Graphics	2	2	3
EGR	213	Electric Circuits	3	3	4
EGR	210	Introduction to Electrical/Computer Engineering Lab	1	3	2
EGR	225	Engineering Dynamics	3	0	3
MAT	171	Precalculus Algebra	3	0	3
MAT	171A	Precalculus Algebra Lab	0	2	1
MAT	172	Precalculus Trigonometry	3	0	3
MAT	172A	Precalculus Trig Lab	0	2	1
MAT	280	Linear Algebra	3	0	3
MAT	285	Differential Equations	3	0	3

This template has been developed by university and community college faculty as a blueprint for guiding community college students who intend to major in certain fields. Students who successfully complete this course of study, and who meet the requirements for admission to the university, may be eligible to apply for admission to the major with junior standing.

COMPOSITION – 6 Hours

ENG	111	Expository Writing	3	0	3
Choose one:					
ENG	113	Literature-Based Research	3	0	3
ENG	114	Professional Research & Reporting	3	0	3

COMMUNICATION – 3 Hours

(Select 3 hours from the following courses)

COM	110	Introduction to Communication	3	0	3
COM	231	Public Speaking	3	0	3

LITERATURE – 3 hours

(Select a course from the following)

ENG	231	American Literature I	3	0	3
ENG	232	American Literature II	3	0	3
ENG	233	Major American Writers	3	0	3
ENG	241	British Literature I	3	0	3
ENG	242	British Literature II	3	0	3
ENG	251	Western World Literature I	3	0	3
ENG	252	Western World Literature II	3	0	3
ENG	261	World Literature I	3	0	3
ENG	262	World Literature II	3	0	3

HUMANITIES – 6 hours

(Select 6 hours from the following courses including 3 hours from a discipline other than ENG or COM)

ART	111	Art Appreciation	3	0	3
ART	114	Art History Survey I	3	0	3
ART	115	Art History Survey II	3	0	3
COM	110	Introduction to Communication	3	0	3
COM	120	Introduction to Interpersonal Communication	3	0	3
COM	140	Introduction Intercultural Communication	3	0	3
COM	231	Public Speaking	3	0	3
DRA	111	Theatre Appreciation	3	0	3
ENG	231	American Literature I	3	0	3
ENG	232	American Literature II	3	0	3
ENG	233	Major American Writers	3	0	3
ENG	241	British Literature I	3	0	3
ENG	242	British Literature II	3	0	3
ENG	243	Major British Writers	3	0	3
ENG	251	Western World Literature I	3	0	3
ENG	252	Western World Literature II	3	0	3
ENG	261	World Literature I	3	0	3
ENG	262	World Literature II	3	0	3
FRE	111	Elementary French I	3	0	3
FRE	112	Elementary French II	3	0	3
HUM	110	Technology and Society	3	0	3
HUM	115	Critical Thinking	3	0	3
HUM	120	Cultural Studies	3	0	3
HUM	121	The Nature of America	3	0	3

HUM	130	Myth in Human Culture	3	0	3
HUM	160	Introduction to Film	3	0	3
HUM	211	Humanities I	3	0	3
HUM	212	Humanities II	3	0	3
HUM	220	Human Values and Meaning	3	0	3
ITA	111	Elementary Italian I	3	0	3
ITA	112	Elementary Italian II	3	0	3
MUS	110	Music Appreciation	3	0	3
MUS	113	American Music	3	0	3
MUS	114	Nonwestern Music	3	0	3
PHI	220	Western Philosophy I	3	0	3
PHI	221	Western Philosophy II	3	0	3
PHI	240	Introduction to Ethics	3	0	3
REL	111	Eastern Religion	3	0	3
REL	112	Western Religion	3	0	3
REL	211	Introduction to Old Testament	3	0	3
REL	212	Introduction to New Testament	3	0	3
REL	221	Religion in America	3	0	3
SPA	111	Elementary Spanish I	2	2	3
SPA	112	Elementary Spanish II	2	2	3

MATHEMATICS – 8 hours

MAT	151	Statistics I	3	0	3
MAT	151A	Statistics I Lab	0	2	1
MAT	155	Statistical Analysis	3	0	3
MAT	155A	Statistical Analysis	0	2	1
MAT	161	College Algebra	3	0	3
MAT	161A	College Algebra Lab	0	2	1

NATURAL SCIENCES – 8 hours**Choose one group:****Group 1**

CHM	131	Introduction to Chemistry	3	0	3
CHM	131A	Intro to Chemistry Lab	0	3	1
CHM	132	Organic and Biochemistry	3	3	4

Group 2

CHM	151	General Chemistry I	3	3	4
CHM	152	General Chemistry II	3	3	4

HISTORY – 3 hours**(Select a course from the following)**

HIS	121	Western Civilization I	3	0	3
HIS	122	Western Civilization II	3	0	3
HIS	131	American History I	3	0	3
HIS	132	American History II	3	0	3

SOCIAL SCIENCE – 9 hours

PSY	150	General Psychology	3	0	3
PSY	241	Developmental Psych	3	0	3
SOC	210	Introduction to Sociology	3	0	3

Students who complete the above 44-46 hours are eligible to receive a diploma in College Transfer.

OTHER REQUIRED HOURS – 18 hours

ACA	111	College Student Success	1	0	1
PSY	281	Abnormal Psychology	3	0	3
SOC	213	Sociology of the Family	3	0	3
BIO	168	Anatomy and Physiology I	3	3	4
BIO	169	Anatomy and Physiology II	3	3	4
BIO	175	Microbiology	2	2	3

Elective Hours – 1-3 hours**(Select 1-3 hours from the following courses or any subject area listed.)**

ACA	122	College Transfer Success	1	0	1
ACC	120	Principles of Financial Accounting	3	2	4
ACC	121	Principles of Managerial Accounting	3	2	4
ART	113	Art Methods and Materials	2	2	3
ART	121	Two-Dimensional Design	0	6	3
ART	131	Drawing I	0	6	3
ART	132	Drawing II	0	6	3
ART	283	Ceramics I	0	6	3
BIO	145	Ecology	3	3	4
BIO	146	Regional Natural History	3	3	4
BIO	155	Nutrition	3	0	3
BIO	168	Anatomy and Physiology I	3	3	4
BIO	169	Anatomy and Physiology II	3	3	4
BIO	173	Microbes in World Affairs	3	0	3
BIO	175	Microbiology	2	2	3
BIO	224	Local Flora Spring	1	2	2
BIO	225	Local Flora Summer	1	2	2
BIO	226	Local Flora Fall	1	2	2
BIO	242	Nature Resource Conservation	3	0	3
BIO	243	Marine Biology	3	3	4
BIO	273	Radiation Biology	2	0	2
BUS	110	Introduction to Business	3	0	3
BUS	115	Business Law	3	0	3
BUS	137	Principles of Management	3	0	3
CJC	111	Introduction to Criminal Justice	3	0	3
CJC	121	Law Enforcement Operations	3	0	3
CJC	141	Corrections	3	0	3
COM	130	Nonverbal Communication	3	0	3
COM	160	Small Group Communication	3	0	3
COM	233	Persuasive Speaking	3	0	3
COM	251	Debate I	3	0	3
DRA	170	Play Production I	0	9	3
EDU	144	Child Development I	3	0	3
EDU	145	Child Development II	3	0	3
EDU	146	Child Guidance	3	0	3
EDU	216*	Foundations in Education	3	0	3
ENG	114	Professional Research & Reporting	3	0	3
ENG	125	Creative Writing I	3	0	3
ENG	126	Creative Writing II	3	0	3
ENG	235	Survey of Film as Literature	3	0	3
ENG	272	Southern Literature	3	0	3
ENG	273	African-American Literature	3	0	3
ENG	274	Literature by Women	3	0	3

ENG	275	Science Fiction	3	0	3
FRE	141	Culture and Civilization	3	0	3
JOU	110	Introduction to Journalism	3	0	3
JOU	216	Writing for Mass Media	2	2	3
JOU	217	Feature/Editorial Writing	2	2	3
HEA	112	First Aid & CPR	1	2	2
HIS	116	Current World Problems	3	0	3
HIS	117	History of Religions	3	0	3
HIS	141	Genealogy and Local History	3	0	3
HIS	161	Science and Technology	3	0	3
HIS	162	Women and History	3	0	3
HIS	163	The World Since 1945	3	0	3
HIS	165	Twentieth Century World	3	0	3
HIS	221	African-American History	3	0	3
HIS	226	The Civil War	3	0	3
HIS	227	Native American History	3	0	3
HIS	231	Recent American History	3	0	3
HIS	233	History of Appalachia	3	0	3
HIS	234	Cherokee History	3	0	3
HIS	262	Middle East History	3	0	3
MAT	141	Mathematical Concepts I	3	0	3
MAT	141A	Mathematical Concepts I Lab	0	2	1
MAT	142	Mathematical Concepts II	3	0	3
MAT	142A	Mathematical Concepts II Lab	0	2	1
MAT	167	Discrete Mathematics	3	0	3
MAT	252	Statistics II	3	0	3
MAT	252A	Statistics II Lab	0	2	1
MAT	285	Differential Equations	3	0	3
MUS	131	Chorus I	0	2	1
MUS	132	Chorus II	0	2	1
MUS	141	Ensemble I	0	2	1
MUS	142	Ensemble II	0	2	1
SOC	250	Sociology of Religion	3	0	3
SOC	254	Rural and Urban Sociology	3	0	3
SPA	141	Culture and Civilization	3	0	3

*This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement at select institutions only.

(A25260) The Computer Information Technology curriculum is designed to prepare graduates for employment with organizations that use computers to process, manage, and communicate information. This is a flexible curriculum that can be customized to meet community information systems needs.

Course work will develop a student's ability to communicate complex technical issues related to computer hardware, software, and networks in a manner that computer users can understand. Classes cover computer operations and terminology, operating systems, database, networking, security, and technical support.

Graduates should qualify for employment in entry-level positions with businesses, educational systems, and governmental agencies which rely on computer systems to manage information. Graduates should be prepared to sit for industry-recognized certification exams.

Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of contact hours listed for graduation.

Fall Semester 1		Lecture	Lab	Credit
ACA 111	College Student Success	1	0	1
CIS 110	Introduction to Computers	2	2	3
ENG 111	Expository Writing	3	0	3
NOS 110	Operating System Concepts	2	3	3
NOS 130	Windows Single User	2	2	3
OST 131	Keyboarding	1	2	2
WEB 110	Internet/Web Fundamentals	2	2	3
		Total		18
Spring Semester 1		Lecture	Lab	Credit
CIS 115	Introduction to Programming & Logic	2	3	3
CTS 120	Hardware/Software Support	2	3	3
ENG 113	Literature-Based Research OR	3	0	3
ENG 114	Professional Research & Reporting	3	0	3
MAT 140	Survey of Mathematics	3	0	3
MAT 140A	Survey of Mathematics Lab	0	2	1
NET 125	Networking Basics	1	4	3
OST 136	Word Processing	2	2	3
		Total		19
Fall Semester 2		Lecture	Lab	Credit
BUS 110	Introduction to Business OR	3	0	3
CTS 115	Information System Business Concepts	3	0	3
+	Major Elective	2	2	3
CTS 130	Spreadsheet	2	3	3
DBA 110	Database Concepts	2	3	3
NOS 230	Windows Administration I	2	2	3
SEC 110	Security Concepts	3	0	3
		Total		18
Spring Semester 2		Lecture	Lab	Credit
CTS 285	System Analysis & Design	3	0	3
CTS 289	System Support Project	1	4	3
+	Major Elective	2	2	3
+	Major Elective	2	2	3
Humanities Elective: ART, DRA, ENG, HUM, MUS, PHI, or REL		3	0	3
Social Science Elective: ANT, ECO, GEO, HIS, POL, PSY, or SOC		3	0	3
		Total		18

TOTAL HOURS 73

+ Major Electives may be selected from CIS, CTS, DBA, DME, NET, NOS, OST, SEC and/or WEB prefixes.

(A50210) The Computer-Integrated Machining curriculum prepares students with the analytical, creative and innovative skills necessary to take a production idea from an initial concept through design, development and production, resulting in a finished product.

Coursework may include manual machining, computer applications, engineering design, computer-aided drafting (CAD), computer-aided machining (CAM), blueprint interpretation, advanced computerized numeric control (CNC) equipment, basic and advanced machining operations, precision measurement and high-speed multi-axis machining.

Graduates should qualify for employment as machining technicians in high-tech manufacturing, rapid-prototyping and rapid-manufacturing industries, specialty machine shops, fabrication industries, and high-tech or emerging industries such as aerospace, aviation, medical, and renewable energy, and to sit for machining certification examinations.

Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of contact hours listed for graduation.

Fall Semester 1		Lecture	Lab	Credit
MAC 111*	Machining Technology I	2	12	6
MAC 114	Introduction to Metrology	2	0	2
MEC 111	Machine Processes	1	4	3
BPR 111*	Blueprint Reading	1	2	2
CIS 111	Basic PC Literacy	1	2	2
ENG 111*	Expository Writing	3	0	3
		Total		18

Spring Semester 1		Lecture	Lab	Credit
ACA 111	College Student Success	1	0	1
BPR 121*	Blueprint Reading: Mechanical	1	2	2
MAC 112*	Machining Technology II	2	12	6
MEC 110*	Introduction to CAD/CAM	1	2	2
MAC 121	Introduction to CNC	2	0	2
ATR 112	Introduction to Automation	2	3	3
		Total		16

Summer Semester 1		Lecture	Lab	Credit
MAC 122*	CNC Turning	1	3	2
MAC 124*	CNC Milling	1	3	2
MAC 151	Machining Calculations	1	2	2
Humanities Elective: ART, DRA, ENG, HUM, MUS, PHI, or REL		3	0	3
		Total		9

Fall Semester 2		Lecture	Lab	Credit
MAT 121*	Algebra/Trigonometry I	2	2	3
MAC 113*	Machining Technology III	2	12	6
MAC 222*	Advanced CNC Turning	1	3	2
MAC 224*	Advanced CNC Milling	1	3	2
		Total		13

Spring Semester 2		Lecture	Lab	Credit
ATR 280	Robotics Fundamentals	3	2	4
ENG 113	Literature-Based Research	3	0	3
Social Science Elective: ANT, ECO, GEO, HIS, POL, PSY, or SOC		3	0	3
MAC 229	CNC Programming	2	0	2
MAC 152	Advanced Calculations	1	2	2
		Total		14

TOTAL HOURS 70

**Students completing these courses may earn a diploma.*

(A55140) The Cosmetology curriculum is designed to provide competency-based knowledge, scientific/artistic principles, and hands-on fundamentals associated with the cosmetology industry. The curriculum provides a simulated salon environment which enables students to develop manipulative skills.

Course work includes instruction in all phases of professional imaging, hair design, chemical processes, skin care, nail care, multi-cultural practices, business/computer principles, product knowledge, and other selected topics.

Graduates should qualify to sit for the State Board of Cosmetic Arts examination. Upon successfully passing the State Board exam, graduates will be issued a license. Employment is available in beauty salons and as skin/nail specialists, platform artists, and related businesses.

Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of contact hours listed for graduation.

The North Carolina State Board of Cosmetic Art will not accept any hours that are over five years old. Therefore, it is the decision of the cosmetology department not to accept any curriculum credits for cosmetology classes that are over five years old.

General Education Requirements		Lecture	Lab	Credit
ACA 111*	College Student Success	1	0	1
ENG 111*	Expository Writing	3	0	3
COM 120	Introduction to Interpersonal Communications	3	0	3
PSY 118	Interpersonal Psychology	3	0	3
MAT 115*	Mathematical Models	2	2	3
Humanities Elective: ART, DRA, HUM, MUS, PHI, or REL		3	0	3
		Total		16

Major Requirements		Lecture	Lab	Credit
BUS 110	Introduction to Business	3	0	3
BUS 139	Entrepreneurship I	3	0	3
COS 111*	Cosmetology Concepts I	4	0	4
COS 112*	Salon I	0	24	8
COS 113*	Cosmetology Concepts II	4	0	4
COS 114*	Salon II	0	24	8
COS 115*	Cosmetology Concepts III	4	0	4
COS 116*	Salon III	0	12	4
COS 117*	Cosmetology Concepts IV	2	0	2
COS 118*	Salon IV	0	21	7
COS 260	Design Applications	1	3	2
		Total		49

TOTAL HOURS 65

**Students completing these courses may earn a diploma.*

(C55160) The Cosmetology Instructor curriculum provides a course of study for learning the skills needed to teach the theory and practice of cosmetology as required by the North Carolina Board of Cosmetic Arts.

Course work includes requirements for becoming an instructor, introduction to teaching theory, methods and aids, practice teaching, and development of evaluation instruments.

Graduates of the program may be employed as cosmetology instructors in public or private education and business.

Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of contact hours listed for graduation.

The North Carolina State Board of Cosmetic Art will not accept any hours that are over five years old. Therefore, it is the decision of the cosmetology department not to accept any curriculum credits for cosmetology classes that are over five years old.

Fall Semester 1		Lecture	Lab	Credit
COS 271	Instructor Concepts I	5	0	5
COS 272	Instructor Practicum I	0	21	7
		Total		12

Spring Semester 1		Lecture	Lab	Credit
COS 273	Instructor Concepts II	5	0	5
COS 274	Instructor Practicum II	0	21	7
		Total		12

TOTAL HOURS 24

(A55180) The Criminal Justice Technology curriculum is designed to provide knowledge of criminal justice systems and operations. Study will focus on local, state, and federal law enforcement, judicial processes, corrections, and security services. The criminal justice system's role within society will be explored.

Emphasis is on criminal justice systems, criminology, juvenile justice, criminal and constitutional law, investigative principles, ethics, and community relations. Additional study may include issues and concepts of government, counseling, communications, computers, and technology.

Employment opportunities exist in a variety of local, state, and federal law enforcement, corrections, and security fields. Examples include police officer, deputy sheriff, county detention officer, state trooper, intensive probation/parole surveillance officer, correctional officer, and loss prevention specialist.

Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of contact hours listed for graduation.

Fall Semester 1		Lecture	Lab	WrkExp	Credit
ACA 111	College Student Success	1	0	0	1
CIS 110	Introduction to Computers OR	2	2	0	3
CIS 111	Basic PC Literacy	1	2	0	2
CJC 111	Introduction to Criminal Justice	3	0	0	3
CJC 112	Criminology	3	0	0	3
ENG 111	Expository Writing	3	0	0	3
PSY 150	General Psychology	3	0	0	3
CJC	Criminal Justice Elective	1-3	0-2	0	2-3
				Total	17/19

Spring Semester 1		Lecture	Lab	WrkExp	Credit
ENG 113	Literature-Based Research OR		3	0	3
ENG 114	Professional Research & Reporting	3	0	0	3
MAT 115	Mathematical Models OR	2	2	0	3
MAT 140	Survey of Mathematics	3	0	0	3
& MAT 140A	Survey of Mathematics Lab	0	2	0	1
CJC 113	Juvenile Justice	3	0	0	3
CJC 131	Criminal Law	3	0	0	3
CJC 221	Investigative Principles	3	2	0	4
				Total	16/17

Summer Semester 1		Lecture	Lab	WrkExp	Credit
CJC or COE	Criminal Justice or Co-Op Elective	1-3	0-2	10	2-3
				Total	1-3

Fall Semester 2		Lecture	Lab	WrkExp	Credit
SOC 210	Introduction to Sociology	3	0	0	3
CJC 121	Law Enforcement Operations	3	0	0	3
CJC 132	Court Procedure & Evidence	3	0	0	3
CJC 141	Corrections	3	0	0	3
CJC 231	Constitutional Law	3	0	0	3
Humanities Elective: ART, DRA, ENG, HUM, MUS, PHI, or REL		3	0	0	3
				Total	18

Spring Semester 2

		Lecture	Lab	WrkExp	Credit
POL 120	American Government	3	0	0	3
CJC 212	Ethics & Community Relations	3	0	0	3
CJC 213	Substance Abuse	3	0	0	3
CJC 222	Criminalistics	3	0	0	3
CJC	Criminal Justice Elective	1-3	0-2	0	2-3
			Total		14/15

TOTAL HOURS 66/72

(A55220) The Early Childhood Education curriculum prepares individuals to work with children from birth through eight in diverse learning environments. Students will combine learned theories with practice in actual settings with young children under the supervision of qualified teachers. Course work includes child growth and development; physical/nutritional needs of children; care and guidance of children; and communication skills with families and children. Students will foster the cognitive/language, physical/motor, social/emotional, and creative development of young children. Graduates are prepared to plan and implement developmentally appropriate programs in early childhood settings. Employment opportunities include child development and child care programs, preschools, public and private schools, recreational centers, Head Start Programs, and school-age programs.

Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of contact hours listed for graduation.

Admissions Criteria: (1) Completed College Application Form; (2) Evidence of High School Graduation or GED; (3) Evidence of current TB test (within first month of enrollment); (4) Before enrolling in an Internship/Capstone class a Criminal Background Check must be obtained.

Fall Semester 1		Lecture	Lab	Credit
ACA 118	College Study Skills	1	2	2
CIS 110	Introduction to Computers	2	2	3
EDU 119	Introduction to Early Childhood Education	4	0	4
EDU 144	Child Development I	3	0	3
ENG 111	Expository Writing	3	0	3
SOC 213	Sociology of the Family	3	0	3
		Total		18

Spring Semester 1		Lecture	Lab	Credit
EDU 131	Child, Family & Community	3	0	3
EDU 145	Child Development II	3	0	3
EDU 151	Creative Activities	3	0	3
EDU 280	Language & Literacy Experience	3	0	3
ENG 114	Professional Research & Reporting	3	0	3
PSY 150	General Psychology	3	0	3
		Total		18

Fall Semester 2		Lecture	Lab	Credit
EDU 146	Child Guidance	3	0	3
EDU 153	Health Safety & Nutrition	3	0	3
EDU 221	Children with Exceptional Needs	3	0	3
MAT 115	Mathematical Models	2	2	3
	OR			
MAT 140	Survey of Mathematics	3	0	3
& MAT 140A	Survey of Mathematics Lab	0	2	1
Choose One:				
EDU 162	Observation & Assessment	3	0	3
EDU 261	Early Childhood Administration I	3	0	3
Choose One:				
EDU 234	Infant, Toddlers & Twos	3	0	3
EDU 259	Curriculum Planning	3	0	3
		Total		18/19

Spring Semester 2		Lecture	Lab	Credit
Humanities Elective	ART, DRA, ENG, HUM, MUS, PHI, or REL	3	0	3
EDU 271	Educational Technology	2	2	3
EDU 284	Early Child Capstone Practicum	1	9	4
EDU 288	Advanced Issues/Early Childhood Education	2	0	2
Choose One:				
EDU 184	Early Childhood Introduction Practices	1	3	2
EDU 262	Early Childhood Administration II	3	0	3
		Total		15
TOTAL HOURS	69/70			

(A40180) The Electrical Engineering Technology curriculum is designed to provide training for entry-level technicians desiring a career in electrical maintenance and management or in the design, planning, construction, development, and installation of electrical systems, machines, and power generating equipment.

Beginning with electrical fundamentals, course work progressively introduces electronics, electrical machines and controls, and electrical power systems. Other course work includes the study of various fields associated with the electrical/electronic industry.

Graduates may seek employment as technicians, engineering assistants, technical managers, or salespersons in electrical generation/distribution, industrial maintenance, electronic repair, or other fields requiring a broad-based knowledge of electrical and electronic concepts.

Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of contact hours listed for graduation.

Fall Semester 1		Lecture	Lab	Credit
ACA 111	College Student Success	1	0	1
CIS 110	Introduction to Computers	2	2	3
ELC 131	DC/AC Circuit Analysis	4	3	5
ELC 132	Electrical Drawings	1	3	2
EGR 131	Introduction to Electronics Technology	1	2	2
ENG 111	Expository Writing	3	0	3
		Total		16

Spring Semester 1		Lecture	Lab	Credit
EGR 150	Introduction to Engineering	1	2	2
ELN 131	Semiconductor Applications	3	3	4
ELN 133	Digital Electronics	3	3	4
ENG 113	Literature Based Research	3	0	3
	OR			
ENG 114	Professional Research & Reporting	3	0	3
MAT 121	Algebra/Trigonometry I	2	2	3
	OR			
MAT 161	College Algebra	3	0	3
		Total		16

Fall Semester 2		Lecture	Lab	Credit
ELC 135	Electrical Machines I	2	2	3
ELC 128	Introduction to PLC	2	3	3
EGR 120	Engineering and Design Graphics	2	2	3
PHY 131	Physics - Mechanics	3	2	4
	OR			
PHY 151	General Physics I	3	2	4
Social Science Elective: ANT, ECO, GEO, HIS, POL, PSY, or SOC		3	0	3
		Total		16

Spring Semester 2		Lecture	Lab	Credit
ELC 231	Electric Power Systems	3	2	4
ELC 136	Electrical Machines II	3	3	4
ELC 130	Advanced Motors and Controls	2	2	3
ELC 233	Energy Management	2	2	3
Humanities Elective ART, DRA, ENG, HUM, MUS, PHI, or REL		3	0	3
		Total		17

TOTAL HOURS 65

(A45340) The Emergency Medical Science curriculum is designed to prepare graduates to enter the workforce as paramedics. Additionally, the program can provide an Associate Degree for individuals desiring an opportunity for career enhancement.

The course of study provides the student an opportunity to acquire basic and advanced life support knowledge and skills by utilizing classroom instruction, practical laboratory sessions, hospital clinical experience, and field internships with emergency medical service agencies.

Students progressing through the program may be eligible to apply for both state and national certification exams. Employment opportunities include ambulance services, fire and rescue agencies, air medical services, specialty areas of hospitals, industry, educational institutions, and government agencies.

Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of contact hours listed for graduation.

Fall Semester 1		Lecture	Lab	Clinical	Credit
CIS 110	Introduction to Computers OR	2	2	0	3
CIS 111	Basic PC Literacy	1	2	0	2
EMS 110	EMT-Basic	5	6	0	7
EMS 150	Emergency Vehicles & EMS Communication	1	3	0	2
ENG 111	Expository Writing	3	0	0	3
MAT 110	Mathematical Measurement	2	2	0	3
			Total		17/18
Spring Semester 1		Lecture	Lab	Clinical	Credit
EMS 120	Intermediate Interventions	2	3	0	3
EMS 121	EMS Clinical Practicum I	0	0	6	2
EMS 130	Pharmacology I for EMS	1	3	0	2
EMS 131	Advanced Airway Management	1	2	0	2
ENG 114	Professional Research & Reporting	3	0	0	3
PSY 150	General Psychology		3	0	3
			Total		15
Summer Semester 2		Lecture	Lab	Clinical	Credit
EMS 140	Rescue Scene Management	1	3	0	2
EMS 221	EMS Clinical Practicum II	0	0	9	3
EMS 210	Advanced Patient Assessment	1	3	0	2
			Total		7
Fall Semester 2		Lecture	Lab	Clinical	Credit
BIO 168	Anatomy and Physiology I	3	3	0	4
EMS 220	Cardiology	2	6	0	4
EMS 230	Pharmacology II for EMS	1	3	0	2
EMS 231	EMS Clinical Practicum III	0	0	9	3
EMS 250	Advanced Medical Emergencies	2	3	0	3
EMS 260	Advanced Trauma Emergencies	1	3	0	2
			Total		18
Spring Semester 2		Lecture	Lab	Clinical	Credit
EMS 235	EMS Management	2	0	0	2
EMS 240	Special Needs Patients	1	2	0	2
EMS 241	EMS Clinical Practicum IV	0	0	9	3
EMS 270	Life Span Emergencies	2	2	0	3
EMS 285	EMS Capstone	1	3	0	2
BIO 169	Anatomy & Physiology II	3	3	0	4
Humanities Elective	ART, DRA, ENG, HUM, MUS, PHI, or REL	3	0	0	3
			Total		19

TOTAL HOURS 76

(A25490) The Entrepreneurship curriculum is designed to provide students with the knowledge and the skills necessary for employment and growth as self-employed business owners.

Course work includes developing a student's ability to make informed decisions as future business owners. Courses include entrepreneurial concepts learned in innovation and creativity, business funding, and marketing. Additional course work includes computers and economics.

Through these skills, students will have a sound education base in entrepreneurship for lifelong learning. Graduates are prepared to be self-employed and open their own businesses.

Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of contact hours listed for graduation.

Fall Semester 1		Lecture	Lab	Credit
ACA 118	College Study Skills	1	2	2
BUS 110*+	Introduction to Business	3	0	3
BUS 137	Principles of Management	3	0	3
BUS 139*+	Entrepreneurship I	3	0	3
BUS 115*	Business Law I	3	0	3
ENG 111*	Expository Writing	3	0	3
ETR 220*	Innovation and Creativity	3	0	3
		Total		20
Spring Semester 1		Lecture	Lab	Credit
BUS 240	Business Ethics	3	0	3
BUS 245*+	Entrepreneurship II	3	0	3
CIS 110*	Introduction to Computers	2	2	3
ENG 113*	Literature-Based Research	3	0	3
	OR			
ENG 114*	Professional Research & Reporting	3	0	3
ETR 270*	Entrepreneurship Issues	3	0	3
Humanities Elective	ART, DRA, ENG, HUM, MUS, PHI, or REL	3	0	3
		Total		18
Fall Semester 2		Lecture	Lab	Credit
ACC 120*+	Principles of Financial Accounting	3	2	4
COM 231	Public Speaking	3	0	3
ECO 251	Principles of Microeconomics	3	0	3
ETR 230*	Entrepreneur Marketing	3	0	3
MAT 140	Survey of Mathematics	3	0	3
MAT 140A	Survey of Mathematics Lab	0	2	1
		Total		17
Spring Semester 2		Lecture	Lab	Credit
ACC 121	Principles of Managerial Accounting	3	2	4
ACC 150*	Accounting Software Application	1	2	2
ECO 252	Principles of Macroeconomics	3	0	3
ETR 240*	Funding for Entrepreneurs	3	0	3
PSY 150	General Psychology	3	0	3
MAT 151	Statistics I	3	0	3
MAT 151A	Statistics I Lab	0	2	1
		Total		19

TOTAL HOURS 74

*Students completing these courses may earn a diploma (39 credit hours).

+Students completing these courses may earn a certificate (13 credit hours).

(C55230) The Esthetics Technology curriculum provides competency-based knowledge, scientific/artistic principles and hands-on fundamentals associated with the art of skin care. The curriculum provides a simulated salon environment which enables students to develop manipulative skills.

Course work includes instruction in all phases of professional Esthetics Technology, business/human relations, product knowledge, and other related topics.

Graduates should be prepared to take the North Carolina Cosmetology State Board Licensing Exam and upon passing be licensed and qualify for employment in beauty and cosmetic/skin care salons, as a platform artist, and in related businesses.

The North Carolina State Board of Cosmetic Art will not accept any hours that are over five years old. Therefore, it is the decision of the cosmetology department not to accept any curriculum credits for cosmetology classes that are over five years old.

Fall Semester 1		Lecture	Lab	Clinical	Credit
COS 119	Esthetics Concepts I	2	0	0	2
COS 120	Esthetics Salon I	0	18	0	6
			Total		8
Spring Semester 1		Lecture	Lab	Clinical	Credit
COS 125	Esthetics Concepts II	2	0	0	2
COS 126	Esthetics Salon II	0	18	0	6
			Total		8

TOTAL HOURS 16

(A45380) The Human Services Technology curriculum prepares students for entry-level positions in institutions and agencies which provide social, community, and educational services. Along with core courses, students take courses which prepare them for specialization in specific human service areas.

Students will take courses from a variety of disciplines. Emphasis in core courses is placed on development of relevant knowledge, skills, and attitudes in human services. Fieldwork experience will provide opportunities for application of knowledge and skills learned in the classroom.

Graduates should qualify for positions in mental health, child care, family services, social services, rehabilitation, correction, and educational agencies. Graduates choosing to continue their education may select from a variety of transfer programs at senior public and private institutions.

Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of contact hours listed for graduation.

Fall Semester 1			Lecture	Lab	WrkExp	Credit
ACA	111	College Student Success	1	0	0	1
CIS	110	Introduction to Computers OR	2	2	0	3
CIS	111	Basic PC Literacy	1	2	0	2
ENG	111	Expository Writing	3	0	0	3
HSE	110	Introduction to Human Services	2	2	0	3
MED	121	Medical Terminology I	3	0	0	3
PSY	115	Stress Management	2	0	0	2
PSY	150	General Psychology	3	0	0	3
			Total			17/18

Spring Semester 1			Lecture	Lab	WrkExp	Credit
ENG	114	Professional Research & Reporting	3	0	0	3
HSE	112	Group Process I	1	2	0	2
HEA	110	Personal Health/Wellness	3	0	0	3
PSY	118	Interpersonal Psychology	3	0	0	3
PSY	241	Development Psychology	3	0	0	3
SOC	210	Introduction to Sociology	3	0	0	3
Humanities Elective ART, DRA, ENG, HUM, MUS, PHI, or REL			3	0	0	3
			Total			20

Fall Semester 2			Lecture	Lab	WrkExp	Credit
HSE	123	Interviewing Techniques	2	2	0	3
MAT	115	Mathematical Models OR	2	2	0	3
MAT	140	Survey of Mathematics	2	2	0	3
MAT	140A	Survey of Mathematics Lab	0	2	0	1
PSY	237	Social Psychology	3	0	0	3
PSY	255	Introduction to Exceptionality	3	0	0	3
PSY	281	Abnormal Psychology	3	0	0	3
COM	110	Introduction to Communication	3	0	0	3
			Total			18/19

Spring Semester 2			Lecture	Lab	WrkExp	Credit
HSE	125	Counseling	2	2	0	3
HSE	225	Crisis Intervention	3	0	0	3
HSE	210	Human Services Issues	2	0	0	2
PSY	183	Psychology of Addiction	3	0	0	3
PSY	239	Psychology of Personality	3	0	0	3
PSY	256	Exceptional Children	3	0	0	3
			Total			17

TOTAL HOURS 72/74

(A4538F) The Human Services Technology/Animal Assisted Interactions concentration prepares individuals for entry-level positions in service organizations providing animal interactions. The curriculum prepares students to incorporate specially selected animals in goal-directed interactions to improve human physical, social, emotional, and/or cognitive functioning.

Course work includes a history of the field of animal interventions, relevant scientific evidence regarding the benefits of interactions, theoretical models, application of animal interventions and current trends. Students gain skills in measurement methodology and in animal handling and management.

Graduates should qualify for employment in mental health, youth services, social services, rehabilitation, correction, elder, and educational agencies. Upon completion of the degree, students may be eligible for certification through national or international organizations.

Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of contact hours listed for graduation.

Fall Semester 1			Lecture	Lab	Credit
AAI 110	Animal Interactions Introduction		1	0	1
AAI 120	Animals in Human Lives		3	0	3
ACA 111	College Student Success		1	0	1
CIS 110	Introduction to Computers		2	2	3
	OR				
CIS 111	Basic PC Literacy		1	2	2
ENG 111	Expository Writing		3	0	3
HSE 110	Introduction to Human Services		2	2	3
PSY 115	Stress Management		2	0	2
PSY 150	General Psychology		3	0	3
			Total		18/19
Spring Semester 1			Lecture	Lab	Credit
AAI 130	Animal Interactions Skills		1	4	3
ENG 114	Professional Research & Reporting		3	0	3
HSE 112	Group Process I		1	2	2
HEA 110	Personal Health/Wellness		3	0	3
MED 121	Medical Terminology I		3	0	3
PSY 241	Development Psychology		3	0	3
SOC 210	Introduction to Sociology		3	0	3
			Total		20
Fall Semester 2			Lecture	Lab	Credit
AAI 210	Interaction Methodology		2	2	3
COM 110	Introduction to Communication		3	0	3
HSE 123	Interviewing Techniques		2	2	3
MAT 115	Mathematical Models		2	2	3
	OR				
MAT 140	Survey of Mathematics		3	0	3
& MAT 140A	Survey of Mathematics Lab		0	2	1
PSY 255	Introduction to Exceptionality		3	0	3
PSY 281	Abnormal Psychology		3	0	3
			Total		18/19
Spring Semester 2			Lecture	Lab	Credit
AAI 220	Interaction Documentation		3	0	3
HSE 125	Counseling		2	2	3
HSE 225	Crisis Intervention		3	0	3
HSE 210	Human Services Issues		2	0	2
PSY 256	Exceptional Children		3	0	3
Humanities Elective: ART, DRA, ENG, HUM, MUS, PHI, or REL			3	0	3
			Total		17
TOTAL HOURS					73/75

ANIMAL ASSISTED INTERACTIONS - CERTIFICATE

(C4538F) The Human Services Technology/Animal Assisted Interactions Certificate requires the applicant to have a professional degree in Education, Nursing, Occupational Therapy, Physical Therapy, Psychology, Speech Therapy, Social Work, or other related field with current accreditation or license for the state in which they practice and 2 years experience in that field.

Fall Semester		Lecture	Lab	Credit
AAI 110	Animal Interactions Introduction	1	0	1
AAI 120	Animals in Human Lives	3	0	3
AAI 130	Animal Interactions Skills	1	4	3
AAI 210	Interaction Methodology	2	2	3
AAI 220	Interaction Documentation	3	0	3
		Total		13

(A4538D) The Human Services Technology/Social Services concentration prepares students for direct service delivery work in social service agencies. The curriculum enables students to link theory and practice through interactive classroom activities developing a skill-based academic foundation.

Course work includes the history of the social service movement, ethical issues, case management, diversity issues, law in the practice of social work, and community resources. Students also gain skills in interviewing and counseling techniques.

Graduates should qualify for employment with local, county, state, and federal government social service agencies. Employment includes family and child assistance, rehabilitation health services, medical assistance, youth services, aging, and developmentally disabled programs in public and private settings.

Fall Semester 1			Lecture	Lab	WrkExp	Credit
ACA 111	College Student Success	1	0	0	1	
CIS 110	Introduction to Computers	2	2	0	3	
ENG 111	Expository Writing	3	0	0	3	
HSE 110	Introduction to Human Services	2	2	0	3	
PSY 150	General Psychology	3	0	0	3	
SWK 110	Introduction to Social Work	3	0	0	3	
SWK 113	Working with Diversity	3	0	0	3	
			Total		19	

Spring Semester 1			Lecture	Lab	WrkExp	Credit
ENG 114	Professional Writing & Reporting	3	0	0	3	
HSE 112	Group Process I	1	2	0	2	
HUM 115	Critical Thinking	3	0	0	3	
PSY 241	Development Psychology	3	0	0	3	
SOC 220	Social Problems	3	0	0	3	
SOC 225	Social Diversity	3	0	0	3	
SWK 115	Community Resources	2	2	0	3	
			Total		20	

Fall Semester 2			Lecture	Lab	WrkExp	Credit
BIO 161	Introduction to Human Biology	3	0	0	3	
COM 231	Public Speaking	3	0	0	3	
HSE 123	Interviewing Techniques	2	2	0	3	
MAT 140	Survey of Mathematics	2	2	0	3	
MAT 140A	Survey of Mathematics Lab	0	2	0	1	
PSY 281	Abnormal Psychology	3	0	0	3	
SWK 214	Social Work Law	3	0	0	3	
			Total		19	

Spring Semester 2			Lecture	Lab	WrkExp	Credit
HSE 125	Counseling	2	2	0	3	
HSE 210	Human Services Issues	2	0	0	2	
HSE 225	Crisis Intervention	3	0	0	3	
POL 120	American Government	3	0	0	3	
PSY 183	Psychology of Addiction	3	0	0	3	
SWK 220	Social Work Issues in Client Services	3	0	0	3	
			Total		17	

TOTAL HOURS 75

(C55400) The Manicuring/Nail Technology curriculum provides competency-based knowledge, scientific/artistic principles, and hands-on fundamentals associated with the nail technology industry. The curriculum provides a simulated salon environment which enables students to develop manipulative skills.

Course work includes instruction in all phases of professional nail technology, business/computer principles, product knowledge, and other related topics.

Graduates should be prepared to take the North Carolina Cosmetology State Board Licensing Exam and upon passing be licensed and qualify for employment in beauty and nail salons, as a platform artist, and in related businesses.

The North Carolina State Board of Cosmetic Art will not accept any hours that are over five years old. Therefore, it is the decision of the cosmetology department not to accept any curriculum credits for cosmetology classes that are over five years old.

Fall Semester 1		Lecture	Lab	WrkExp	Credit
COS 121	Manicure/Nail Technology I	4	6	0	6
			Total		6
Spring Semester 1		Lecture	Lab	WrkExp	Credit
COS 222	Manicure/Nail Technology II	4	6	0	6
			Total		6

TOTAL HOURS 12

(A45400) The Medical Assisting curriculum prepares multi-skilled care professionals qualified to perform administrative and laboratory procedures.

Course work includes instruction in scheduling appointments, coding and processing insurance accounts, billing, collections, medical transcription, computer operations, assisting with examinations/treatments, performing routine laboratory procedures, electrocardiography, supervised medication administration, and ethical/legal issues associated with patient care.

Graduates of CAAHEP-accredited medical assisting programs may be eligible to sit for the American Association of Medical Assistants' Certification Examination to become Certified Medical Assistants. Employment opportunities include physicians' offices, health maintenance organizations, health departments, and hospitals.

Individuals desiring a career as a medical assistant should take biology, mathematics and typing courses prior to entering the program. Field trips or their equivalent will be required for first- and second-year students. Students must earn a grade of C or better in all MED classes and maintain a 2.0 GPA to continue in the program. Any grade below a C in MED classes will not fulfill degree requirements. Students who do not maintain a 2.0 GPA will be put on probation from the Medical Assisting program until the average is regained.

Admission to the Medical Assisting Program**

The following requirements for admission are required for the Medical Assisting Program:

1. All applicants must complete the admission process to Tri-County Community College.
2. All applicants must have taken the College Placement Test within the last five years.
3. All applicants as a result of the College Placement Tests must place into ENG 111 and MAT 110 or pass ENG 095 and MAT 070 with a grade of C or better

Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of contact hours listed for graduation.

The Tri-County Community College Medical Assisting Program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Medical Assisting Education Review Board (MAERB). Commission on Accreditation of Allied Health Education Programs, 1361 Park St., Clearwater, FL 33756, (727) 210-2350.

Fall Semester 1		Lecture	Lab	WrkExp	Credit
ACA 111	College Student Success	1	0	0	1
BIO 161	Introduction to Human Biology	3	0	0	3
CIS 111	Basic PC Literacy	1	2	0	2
ENG 111	Expository Writing	3	0	0	3
MED 110	Orientation to Medical Assisting	1	0	0	1
MED 121	Medical Terminology I	3	0	0	3
MED 130	Administrative Office Procedures I	1	2	0	2
OST 131	Keyboarding	1	2	0	2
Total					17

Spring Semester 1		Lecture	Lab	WrkExp	Credit
ENG 114	Professional Research & Reporting	3	0	0	3
MAT 110	Mathematical Measurements	2	2	0	3
MED 122	Medical Terminology II	3	0	0	3
MED 131	Administrative Office Procedures II	1	2	0	2
OST 149	Medical Legal Issues	3	0	0	3
PSY 118	Interpersonal Psychology	3	0	0	3
	OR				
PSY 150	General Psychology	3	0	0	3
			Total		17
Fall Semester 2		Lecture	Lab	WrkExp	Credit
ACC 115	College Accounting	3	2	0	4
BUS 137	Principles of Management	3	0	0	3
MED 150	Laboratory Procedures I	3	4	0	5
MED 272	Drug Therapy	3	0	0	3
OST 148	Medical Billing and Insurance	3	0	0	3
			Total		18
Spring Semester 2		Lecture	Lab	WrkExp	Credit
MED 140	Exam Room Procedures I	3	4	0	5
MED 260	Medical Clinical Externship	0	0	15	5
MED 262	Clinical Perspectives	1	0	0	1
MED 270	Symptomatology	2	2	0	3
Humanities Elective: ART, DRA, ENG, HUM, MUS, PHI, or REL		3	0	0	3
			Total		16
TOTAL HOURS 69					

(A25310) Associate in Applied Science Degree. This curriculum prepares individuals for employment in medical and other health-care related offices.

Course work will include medical terminology; information systems; office management; medical coding, billing and insurance; legal and ethical issues; and formatting and word processing. Students will learn administrative and support functions and develop skills applicable in medical environments.

Employment opportunities are available in medical and dental offices, hospitals, insurance companies, laboratories, medical supply companies, and other health-care related organizations.

Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of contact hours listed for graduation.

Fall Semester 1		Lecture	Lab	Credit
ACA 111	College Student Success	1	0	1
OST 131	Keyboarding	1	2	2
OST 134	Text Entry	2	2	3
CIS 111	PC Literacy	1	2	2
MED 121	Med Terms I	3	0	3
OST 164	Text Editing	3	0	3
ENG 111	Expository Writing	3	0	3

Spring Semester 1		Total Lecture	Lab	17 Credit
ENG 114	Professional Research and Reporting	3	0	3
OST 136	Word Processing (1st 8 fast track)	2	2	3
OST 236	Advanced Word Processing (2nd 8 fast track)	2	2	3
MED 122	Med Terms II	3	0	3
PSY 150	General Psychology	3	0	3
	OR			
PSY 118	Interpersonal Psychology	3	0	3
OST 165	Advanced Text Editing and Formatting	2	2	3
	OR			
MED 134	Medical Transcription	2	2	3
OST 122	Office Computations	1	2	2

Fall Semester 2		Total Lecture	Lab	20 Credit
OST 148	Medical Billing and Insurance	3	0	3
ACC 115	College Accounting	3	2	4
	OR			
ACC 120	Principle of Accounting	3	2	4
OST 184	Records Management	2	2	3
WEB 110	Internet/Web Fundamentals	2	2	3
BIO 161	Introduction to Human Biology	3	0	3
	Humanities Elective: ART, DRA, ENG, HUM, MUS, PHI, or REL	3	0	3

Spring Semester 2		Total Lecture	Lab	19 Credit
ACC 150	Accounting Software	1	2	2
OST 243	Medical Office Simulation	2	2	3
OST 284	Emerging Technologies	1	2	2
OST 286	Professional Development	3	0	3
OST 149	Medical Legal Issues	3	0	3
OST 289	Office Systems Management	2	2	3
	Total			16

TOTAL HOURS 72

REGION A NURSING CONSORTIUM: Haywood Community College and Tri-County Community College

(A45110) Associate in Applied Science Degree. The Associate Degree Nursing curriculum provides knowledge, skills, and strategies to integrate safety and quality into nursing care, to practice in a dynamic environment, and to meet individual needs which impact health, quality of life, and achievement of potential. Course work includes and builds upon the domains of healthcare, nursing practice, and the holistic individual. Content emphasizes the nurse as a member of the interdisciplinary team providing safe, individualized care while employing evidence-based practice, quality improvement, and informatics.

Graduates of this program are eligible to apply to take the National Council Licensure Examination (NCLEXRN). Employment opportunities are vast within the global health care system and may include positions within acute, chronic, extended, industrial, and community health care facilities.

Non-nursing classes may be taken prior to the time they are scheduled in the curriculum but if they are not, they must be taken at the times listed below. All nursing courses must be taken in the order they appear in the curriculum. Students must earn a grade of C or better in all NUR classes to continue in the program. Any grade below a C in NUR classes will not fulfill degree requirements.

Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of contact hours listed for graduation.

Fall Semester 1		Lecture	Lab	Clinical	Credit
NUR 117	Pharmacology	1	3	0	2
PSY 150	General Psychology	3	0	0	3
NUR 111	Introduction to Health Concepts	4	6	6	8
Totals		11	12	6	13

Spring Semester 1		Lecture	Lab	Clinical	Credit
PSY 241	Developmental Psychology	3	0	0	3
NUR 112**	Health-Illness Concepts	3	0	6	5
NUR 114**	Holistic Health Concepts	3	0	6	5
Totals		12	3	12	13

**NUR 112 & NUR 114 may be given in 8-week sessions. NUR 112 will be given during the first 8 weeks of the semester and NUR 114 will be given during the second 8 weeks of the semester.

Summer Semester 1		Lecture	Lab	Clinical	Credit
ENG 111	Expository Writing	3	0	0	3
NUR 113	Family Health Concepts	3	0	6	5
Totals		6	0	6	8

Fall Semester 2		Lecture	Lab	Clinical	Credit
BIO 175	General Microbiology	2	2	0	3
ENG 113	Literature-Based Research OR	3	0	0	3
ENG 114	Professional Research & Reporting	3	0	0	3
MAT 110	Mathematical Measurement OR	2	0	2	3
MAT 140	Survey of Mathematics	3	0	0	3
MAT 140A	Survey of Mathematics Lab	0	2	0	1
NUR 211**	Health Care Concepts	3	0	6	5
NUR 212**	Health System Concepts	3	0	6	5
Totals		13/14	4	14	19/20

**NUR 211 & NUR 212 may be given in 8-week sessions. NUR 211 will be given during the first 8 week of the semester and NUR 212 will be given during the second 8 weeks of the semester.

Spring Semester 2 (<i>Eligible for A.A.S. Degree and NCLEX-RN</i>)		Lecture	Lab	Clinical	Credit
NUR 213	Complex Health Concepts	4	3	15	10
Humanities Elective: ART, DRA, ENG, HUM, MUS, PHI, or REL		3	0	0	3
Totals		7	3	15	13

TOTAL HOURS 66/67

Nursing Program Information

Region A Nursing Consortium is a partnership through which member schools work together to offer an Associate Degree Nursing program. Tri-County Community College is a member school of Region Nursing Consortium. Haywood Community College is the administrative unit for the consortium.

Persons interested in entering the nursing program are encouraged to apply to the college serving their area of residency. Due to enrollment limitations, interested individuals are urged to begin the process of application as early as possible. Information on nursing and the program requirements are available in the Nursing Department of each of the two member colleges. Applications may be obtained from the Admissions Office at any of the colleges.

All students who successfully complete the program receive an Associate in Applied Science degree with a nursing major (ADN), and are eligible to write the NCLEX-RN for licensure as a registered nurse. Successful completion of the nursing program does not guarantee licensure. The Board of Nursing may not issue a license to an applicant who has been convicted of a felony.

Applications will be only be accepted October 1, 2012 through January 31, 2013.

Minimum requirements for Phase I:

- Submit Official High School Transcripts or Official GED Scores
- Satisfactory scores on the college placement test or provide documentation to waive the placement exam
- Evidence of a cumulative GPA of 2.0 or greater on a 4 point scale in the most recent 10 semester hours attempted
- Provide Documentation of successful completion of a NC approved Certified Nurse Aide I program which includes theory, lab, and clinical components* (A copy of a college transcript or a notarized course completion certificate will be acceptable documentation) ***Challenging the Nurse Aide I examination will not meet this requirement**
- Hold a documented, current, unrestricted credential as Nurse Aide I (NAI) from the North Carolina Nurse Aide Registry <https://www.ncnar.org/index1.isp> and the Division of Health Service Regulation. (A copy of current listing on the NC DHSR Nurse Aide Registry Website by January 31, 2013 will be acceptable documentation.)
- Successful completion of all needed developmental courses including: ENG 095, MAT 070, BIO 094, and CHM 090
- Completion of BIO 168 Anatomy and Physiology I with a grade of "C" or better

The above minimum requirements must be satisfied by January 31, 2013 to be considered for the fall nursing class. Once the application deadline has past, all qualified applicants will progress to Phase II.

Phase II:

- Students will complete HESI Admission Assessment Exam during February and March. The HESI Admission Assessment

Exam may be administered to students who have met all the requirements of phase I. Qualified students may only complete the exam once per admission cycle.

-Students will be awarded points based on the following scale:

Score from the HESI Assessment Exam

Points for grade point average:

2.50 and below = 0 points

2.51-2.99 = 4 points

3.00-3.50 = 8 Points

3.51-3.99 = 14 points

4.00 = 16 points

Points for other:

Health Occupations I or Allied Health Science I = 1 point

Health Occupations II or Allied Health Science II = 2 points

Diploma level degree = 2 points Associate level degree = 4 points Bachelor level degree = 5 points

Masters level degree or higher = 6 points

Please note that students will only receive points for the highest coursework or degree completed.

Provisional acceptance to the nursing program will be offered to the top 40 point earners from Phase II at each campus. A student that is provisionally accepted will need to complete state health and immunization forms and complete BIO 169 Anatomy and Physiology II with a grade of “C” or better to become fully accepted into the nursing program by May 15. If all requirements for Phase II are not completed by May 15, the student’s slot may be offered to an alternate student.

Enrollment in NUR prefix courses is not allowed until students are accepted into the nursing program. Admission to the nursing program is based on a competitive process, see above for complete information. It is strongly recommended that students seeking to enter the ADN nursing program complete all their required general education courses before enrolling in the nursing program.

Phase III:

Medical forms will be mailed to the students provisionally accepted into the program. These forms must be completed and returned to the Nursing Department within 30 days. The Nursing Department will contact the applicant if any problems are noted on the forms and allow 30 days for resolution of these problems. Only 60 days total will be granted to complete the medical forms. Original copies of completed health forms will be sent to the Admissions Office.

Students on the alternate list will be ranked according to points earned. Students will be notified if a space becomes available, in the order they are ranked. As soon as a student is notified the health forms will need to be submitted as soon as possible and within thirty (30) days.

Any applicant who is not selected must re-submit an Application for Admission each year the applicant wants to be considered for admission to the program (February 1 - January 31). A new freshman class is selected only once per year. Classes begin in the fall semester.

RN Completer Program

Anyone that holds a current, unrestricted credential as LPN from the North Carolina Board of Nursing may apply to enroll in the RN Completer Program. These courses are taught at Haywood Community College. Information is available at Tri-County Community College about this program.

(A25370) The Office Administration curriculum prepares individuals for positions in administrative support careers. The program equips office professionals to respond to the demands of a dynamic computerized workplace.

Students will complete courses designed to develop proficiency in the use of integrated software, oral and written communication, analysis and coordination of office duties and systems, and other support topics. Emphasis is placed on non-technical as well as technical skills. Graduates should qualify for employment in a variety of positions in business, government, and industry. Job classifications range from entry-level to supervisor to middle management.

Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of contact hours listed for graduation.

OFFICE ADMINISTRATION - A.A.S.

Fall Semester 1		Lecture	Lab	Credit
CIS 111*	Basic PC Literacy	1	2	2
ENG 111*	Expository Writing	3	0	3
OST 131*	Keyboarding	1	2	2
MAT 115*	Mathematics Models	2	2	3
	OR			
MAT 140*	Survey of Mathematics	3	0	3
MAT 140A*	Survey of Mathematics Lab	0	2	1
OST 184*	Records Management	2	2	3
OST 134*	Text Entry & Formatting	2	2	3
OST 181*	Introduction to Office Systems	2	2	3
ACA 111*	College Student Success	1	0	1
			Total	20/21
Spring Semester 1		Lecture	Lab	Credit
OST 286	Professional Development	3	0	3
OST 122*	Office Computations	1	2	2
ENG 114*	Professional Research & Reporting	3	0	3
DBA 110*	Database Concepts	2	3	3
CTS 130	Spreadsheet	2	2	3
BUS 260	Business Communication	3	0	3
Humanities Elective: ART, DRA, ENG, HUM, MUS, PHI, or REL		3	0	3
			Total	20
Fall Semester 2		Lecture	Lab	Credit
OST 136*	Word Processing	2	2	3
OST 164*	Text Editing Application	3	0	3
ACC 120*	Principles of Financial Accounting	3	2	4
	OR			
ACC 115	College Accounting	3	2	4
WEB 110	Internet/Web Fundamentals	2	2	3
Social Science Elective: ANT, ECO, GEO, HIS, POL, PSY, or SOC		3	0	3
			Total	16
Spring Semester 2		Lecture	Lab	Credit
OST 233	Office Publication Design	2	2	3
OST 223	Administrative Office Transcription I	2	2	3
	OR			
OST 165	Advanced Text Editing	2	2	3
OST 236	Advanced Word/Information Processing	2	2	3
OST 289	Administrative Office Management	2	2	3
ACC 150	Accounting Software Application	1	2	2
OST 284	Emerging Technologies	1	2	2
			Total	16

TOTAL HOURS 72

**Students completing these courses may earn a diploma.*

OFFICE ADMINISTRATION - CERTIFICATE

(C25370) Update your office skills and increase your marketability with an Office Administration Certificate. All courses are available online and can be taken at home using your computer with Internet access.

		Lecture	Lab	Credit
OST 134	Text Entry and Formatting	2	2	3
OST 164	Text Editing Application	3	0	3
OST 136	Word Processing	2	2	3
OST 181	Introduction to Office Systems	2	2	3
OST 236	Advanced Word/Information Processing	2	2	3
OST 233	Office Publications Design	2	2	3

TOTAL HOURS 18

(A2537A) Legal is a concentration under the curriculum title of Office Administration. This curriculum prepares individuals for entry-level positions in legal or government-related offices and provides professional development for the currently employed.

Course work includes terminology, operational procedures, preparation and transcription of documents, computer software, and court-related functions as they relate to the legal office profession. Emphasis is placed on the development of accuracy, organizational skills, discretion, and professionalism.

Graduates should qualify for employment in corporate legal departments; private practices, including real estate and estate planning; and city, state, and federal government offices. With appropriate work experience, graduates may apply for certification as a Professional Legal Secretary (PLS).

Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of contact hours listed for graduation.

OFFICE ADMINISTRATION - LEGAL - A.A.S.

Fall Semester 1		Lecture	Lab	Credit
CIS 111	Basic PC Literacy	1	2	2
ENG 111	Expository Writing	3	0	3
BUS 115	Business Law	3	0	3
OST 131	Keyboarding	1	2	2
MAT 115	Mathematical Models	2	2	3
	OR			
MAT 140	Survey of Mathematics	3	0	3
MAT 140A	Survey of Mathematics Lab	0	2	1
OST 184	Records Management	2	2	3
OST 134	Text Entry and Formatting	2	2	3
ACA 111	College Student Success	1	0	1
		Total		20/21
Spring Semester 1		Lecture	Lab	Credit
OST 286	Professional Development	3	0	3
OST 122	Office Computations	1	2	2
OST 155	Legal Terminology	3	0	3
ENG 114	Professional Research & Reporting	3	0	3
CTS 130	Spreadsheets	2	2	3
BUS 260	Business Communication	3	0	3
Humanities Elective: ART, DRA, ENG, HUM, MUS, PHI, or REL		3	0	3
		Total		20
Fall Semester 2		Lecture	Lab	Credit
OST 136	Word Processing	2	2	3
OST 164	Text Editing Application	3	0	3
ACC 115	College Accounting	3	2	4
	OR			
ACC 120	Principles of Accounting I	3	2	4
OST 252	Legal Transcription I	2	2	3
Social Science Elective: ANT, ECO, GEO, HIS, POL, PSY, or SOC		3	0	3
		Total		16
Spring Semester 2		Lecture	Lab	Credit
OST 156	Legal Office Procedures	2	2	3
OST 165	Advanced Text Editing	2	2	3
	OR			
OST 223	Administrative Office Transcription I	2	2	3
OST 236	Advanced Word/Information Processing	2	2	3
OST 289	Administrative Office Management	2	2	3
ACC 150	Accounting Software Applications	1	2	2
OST 284	Emerging Technologies	1	2	2
		Total		16

TOTAL HOURS 72

OFFICE ADMINISTRATION- LEGAL - CERTIFICATE

Students are required to take any prerequisite courses prior to enrolling in required courses; therefore, the student may need more than the minimum number of contact hours listed for graduation.

		Lecture	Lab	Credit
OST 155	Legal Terminology	3	0	3
OST 134	Text Entry and Formatting	2	2	3
BUS 115	Business Law	3	0	3
OST 252	Legal Transcription I (Prerequisites: OST-134 or OST-136 and OST-155)	2	2	3
OST 156	Legal Office Procedures (Prerequisite: OST-134)	2	2	3

TOTAL HOURS 15

(A55440) This curriculum prepares individuals to work with children in elementary through middle grades in diverse learning environments. Students will combine learned theories with practice in actual settings with school-age children under the supervision of qualified teachers.

Course work includes child growth/development; computer technology in education; physical/nutritional needs of school-age children; care and guidance of school-age children; and communication skills with families and children. Students will foster the cognitive/language, physical/motor, social/emotional, and creative development of school-age populations.

Graduates are prepared to plan and implement developmentally appropriate programs in school-aged environments. Employment opportunities include school-age teachers in child care programs, before/after-school programs, paraprofessional positions in public/private schools, recreational centers, and other programs that work with school-age populations.

Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of contact hours listed for graduation. Admissions criteria same as for Early Childhood Education.

Fall Semester 1		Lecture	Lab	Credit
ACA 118	College Study Skills	1	2	2
CIS 110	Introduction to Computers	2	2	3
EDU 153	Health, Safety & Nutrition	3	0	3
EDU 144	Child Development I	3	0	3
EDU 252	Math & Science Activities	3	0	3
EDU 235	School Age Development & Programs	3	0	3
ENG 111	Expository Writing	3	0	3
		Total		20
Spring Semester 1		Lecture	Lab	Credit
EDU 145	Child Development II	3	0	3
EDU 131	Child, Family & Community	3	0	3
EDU 216	Foundations of Education	4	0	4
EDU 281	Instruction Strategies in Reading & Writing	2	2	3
ENG 114	Professional Research & Reporting	3	0	3
		Total		16
Fall Semester 2		Lecture	Lab	Credit
EDU 163	Classroom Management & Instruction	3	0	3
EDU 221	Children with Exceptional Needs	3	0	3
EDU 243	Learning Theory	3	0	3
Humanities Elective:	ART, DRA, ENG, HUM, MUS, PHI, or REL	3	0	3
MAT 140	Survey of Mathematics AND	3	0	3
MAT 140A	Survey of Mathematics Lab	0	2	1
	OR			
MAT 115	Mathematical Models	2	2	3
SOC 213	Sociology of the Family	3	0	3
		Total		18/19
Spring Semester 2		Lecture	Lab	Credit
EDU 151	Creative Activities	3	0	3
EDU 256	Instructional Strategies in Social Studies	2	2	3
EDU 271	Educational Technology	2	2	3
EDU 285	Internship Experiences-School Age	1	9	4
EDU 289	Advanced Issues/School Age	2	0	2
PSY 150	General Psychology	3	0	3
		Total		18

TOTAL HOURS 72/73

Requirements for admission into the Therapeutic Massage Program:

- All applicants must complete the admission process to Tri-County Community College.
- Evidence of high school graduation or completion of GED certificate (High school seniors must send an interim transcript by January 31).
- Official copies of all high school and college course transcripts (High school seniors must have a final transcript sent within one month of graduation).
- All applicants must have taken the College Placement Test AND met the minimum placement test score(s) for placement into General Education courses OR completed developmental coursework with a grade of “C” or better, within the last five years. Students are asked to complete and sign the Therapeutic Massage Minimum Admission Requirements Verifications Checklist. (Available at Student Services in the Harper Building).
- Provide proof of experiencing two (2) one-hour long massage therapy sessions. The therapist(s) providing these sessions must be licensed (LMBT) by the NC Board of Massage and Bodywork Therapy. Applicants are responsible for scheduling and paying for these appointments.
- Completed physical examination and medical history forms (once accepted into the program).

(Medical forms will be made available to students after acceptance into the program. These forms must be completed and returned to the Admission Office within 30 days. The applicant will be contacted if any problems are noted on the forms and be allowed 30 days for resolution of these problems. Only 60 days total will be granted to complete the medical forms. Failure to complete requirements and adhere to deadlines will forfeit your acceptance into the Therapeutic Massage Program.)

All requirements for admission into the Therapeutic Massage Program are due each year by May 1 and the acceptance process will be completed no later than July 1.

Ranking of Candidates:

Therapeutic Massage is a limited enrollment program with students beginning each fall. Resources, such as facilities and faculty, as well as approval standards, limits the number of applicants accepted into the program to ten (10). The ten applicants with the highest numerical score will be accepted into the program, awaiting medical history forms and proof of massage sessions (noted above).

Applicants compete for admission based on quality points. Applicants earn quality points by completing the general education courses required for the program with a C or better. To calculate quality points, multiply the number of credit hours for each general education course successfully completed with a “C” or better by the quality point value assigned to the grade earned (A=4, B=3, C=2). In the event of a tie, Grade Point Average (GPA) will be used to determine ranking.

The best grade earned for general education and recommended courses is used to calculate quality points and Grade Point Average (GPA). Although quality points are not awarded for grades of D, F, or W, these grades are used to calculate GPA. Quality points are not awarded for developmental coursework completed. If seats become available in a program after notification letters are mailed, then alternates will be notified (by rank order) of their acceptance. Alternates not accepted will need to reapply every year and will compete on equal basis with all other applicants.

Applicants accepted for admission into the Therapeutic Massage program at TCCC are not required to complete a criminal background check. However, for you to become licensed in North Carolina to practice Therapeutic Massage, you must first pass the MBLEx (Massage & Bodywork Licensing Exam.) In order to take that exam, you must submit to a criminal background check. If there is anything inappropriate found in that check, the NC Board of Massage & Bodywork Therapy will deny your application.

(D45750) The Therapeutic Massage curriculum prepares graduates to work in direct client care settings to provide manipulation, methodical pressure, friction and kneading of the body for maintaining wellness or treating alterations in wellness throughout the lifespan.

Courses will include content in normal human anatomy and physiology, therapeutic massage, ethical/legal issues, business practices, nutrition and psychology.

Employment opportunities in North Carolina may be found in hospitals, rehabilitation centers, health departments, home health, medical offices, nursing homes, spas, health and sports clubs, and private practice. Graduates may be eligible to take the National Certification for Therapeutic Massage and Bodywork.

Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of contact hours listed for graduation.

Fall Semester 1		Lecture	Lab	Clinical	Credit
BIO 163	Basic Anatomy & Physiology	4	2	0	5
ENG 111	Expository Writing	3	0	0	3
MED 121	Medical Terminology I	3	0	0	3
MTH 110	Fundamentals of Massage	6	9	3	10
			Total		21

Spring Semester 1		Lecture	Lab	Clinical	Credit
BIO 271	Pathophysiology	3	0	0	3
MTH 120	Therapeutic Massage Applications	6	9	3	10
MTH 125	Ethics of Massage	2	0	0	2
PSY 118	Interpersonal Psychology	3	0	0	3
	OR				
PSY 150	General Psychology	3	0	0	3
			Total		18

TOTAL HOURS 39

(A25290) The Web Technologies curriculum prepares graduates for careers in the information technology arena using computers and distributed computing to disseminate and collect information via the web.

Course work in this program covers the terminology and use of computers, network devices, networks, servers, databases, applications, programming languages, as well as web applications, site development and design. Studies will provide opportunity for students to learn related industry standards.

Graduates should qualify for career opportunities as designers, administrators, or developers in the areas of web applications, websites, web services, and related areas of distributed computing.

Fall Semester 1		Lecture	Lab	Credit
ACA 111	College Student Success	1	0	1
CIS 110	Introduction to Computers	2	2	3
ENG 111	Expository Writing	3	0	3
NOS 110	Survey of Operating Systems (1st 8 weeks)	2	3	3
NOS 130	Windows Single User (2nd 8 weeks)	2	2	3
WEB 110	Internet/Web Fundamentals	2	2	3
		Total		16

Spring Semester 1		Lecture	Lab	Credit
CIS 115	Introduction to Programming & Logic	2	3	3
ENG 113	Literature Based Research OR	3	0	3
ENG 114	Professional Research and Reporting	3	0	3
MAT 140	Survey of Mathematics	3	0	3
MAT 140A	Survey of Mathematics Lab	0	2	1
NET 125	Networking Basics	1	4	3
WEB 115	Web Markup and Scripting	2	2	3
WEB 140	Web Development Tools	2	2	3
		Total		19

Fall Semester 2		Lecture	Lab	Credit
BUS 110	Introduction to Business OR	3	0	3
CTS 115	Information System Business Concepts	3	0	3
DBA 110	Database Concepts	2	3	3
WEB 210	Web Design	2	2	3
WEB 120	Introduction to Internet Multimedia	2	2	3
WEB 230	Implement Internet Server	2	2	3
SEC 110	Security Concepts	3	0	3
		Total		18

Spring Semester 2		Lecture	Lab	Credit
CTS 285	System Analysis & Design (1st 8 weeks)	3	0	3
CTS 289	System Support Project (2nd 8 weeks)	1	4	3
WEB 250	Database Driven Websites	2	2	3
Humanities Elective: ART, DRA, ENG, HUM, MUS, PHI, or REL		3	0	3
Social Science Elective: ANT, ECO, GEO, HIS, POL, PSY, or SOC		3	0	3
		Total		15

TOTAL HOURS 68

(D50420) The Welding Technology curriculum provides students with a sound understanding of the science, technology, and applications essential for successful employment in the welding and metal industry.

Instruction includes consumable and non-consumable electrode welding and cutting processes. Courses in math, blueprint reading, metallurgy, welding inspection, and destructive and non-destructive testing provides the student with industry-standard skills developed through classroom training and practical application.

Successful graduates of the Welding Technology curriculum may be employed as entry level technicians in welding and metalworking industries. Career opportunities also exist in construction, manufacturing, fabrication, sales, quality control, supervision, and welding-related self-employment.

Students may be required to take one or more Guided Studies courses as a result of pre-enrollment placement tests; therefore, the student may need more than the minimum number of contact hours listed for graduation.

DAY PROGRAM

Fall Semester 1		Lecture	Lab	Credit
WLD 110	Cutting Processes	1	3	2
WLD 115	SMAW Stick Plate	2	9	5
WLD 121	GMAW FCAW/Plate	2	6	4
WLD 112	Basic Welding Processes	1	3	2
ACA 111	College Student Success	1	0	1
CIS 111	Basic PC Literacy	1	2	2
ENG 101	Applied Communications I	3	0	3
		Total		19

Spring Semester 1		Lecture	Lab	Credit
WLD 116	SMAW Stick Plate/Pipe	1	9	4
WLD 215	SMAW (Stick) Pipe	1	9	4
BPR 111	Blueprint Reading	1	2	2
WLD 131	GTAW (Tig) Plate	2	6	4
MAT 101	Applied Mathematics I	2	2	3
ISC 112	Industrial Safety	2	0	2
		Total		19

Summer Semester 1		Lecture	Lab	Credit
WLD 212	Inert Gas Welding	1	3	2
WLD 141	Symbols & Specifications	2	2	3
		Total		5

TOTAL HOURS 43

EVENING PROGRAM

Fall Semester 1		Lecture	Lab	Credit
WLD 110	Cutting Processes	1	3	2
WLD 115	SMAW Stick Plate	2	9	5
ACA 111	College Student Success	1	0	1
ENG 101	Applied Communications I	3	0	3
		Total		11

Spring Semester 1		Lecture	Lab	Credit
WLD 112	Basic Weld Processes	1	3	2
WLD 121	GMAW FCAW/Plate	2	6	4
WLD 116	SMAW (Stick) Plate/Pipe	1	9	4
		Total		10

Summer Semester 1		Lecture	Lab	Credit
MAT 101	Applied Mathematics I	2	2	3
ISC 112	Industrial Safety	2	0	2
WLD 212	Inert Gas Welding	1	3	2
		Total		7

Fall Semester 2		Lecture	Lab	Credit
WLD 215	SMAW Stick/Pipe	1	9	4
BPR 111	Blueprint Reading	1	2	2
WLD 131	GTAW (Tig)Plate	2	6	4
		Total		10

Spring Semester 2		Lecture	Lab	Credit
WLD 141	Symbols & Specifications	2	2	3
CIS 111	Basic PC Literacy	1	2	2
		Total		5

TOTAL HOURS 43

Humanities/Fine Arts Courses for the A.A.S. Degrees

			Lecture	Lab	Credit
ART	111	Art Appreciation	3	0	3
ART	114	Art History Survey I	3	0	3
ART	115	Art History Survey II	3	0	3
DRA	111	Theatre Appreciation	3	0	3
ENG	231	American Literature I	3	0	3
ENG	232	American Literature II	3	0	3
ENG	233	Major American Writers	3	0	3
ENG	241	British Literature I	3	0	3
ENG	242	British Literature II	3	0	3
ENG	243	Major British Writers	3	0	3
ENG	251	Western World Literature I	3	0	3
ENG	252	Western World Literature II	3	0	3
ENG	261	World Literature I	3	0	3
ENG	262	World Literature II	3	0	3
HUM	110	Technology and Society	3	0	3
HUM	115	Critical Thinking	3	0	3
HUM	120	Cultural Studies	3	0	3
HUM	121	The Nature of America	3	0	3
HUM	130	Myth in Human Culture	3	0	3
HUM	160	Introduction to Film	3	0	3
HUM	211	Humanities I	3	0	3
HUM	212	Humanities II	3	0	3
HUM	220	Human Values and Meaning	3	0	3
HUM	230	Leadership Development	3	0	3
MUS	110	Music Appreciation	3	0	3
MUS	113	American Music	3	0	3
MUS	114	Non Western Music	3	0	3
PHI	220	Western Philosophy I	3	0	3
PHI	221	Western Philosophy II	3	0	3
PHI	240	Introduction to Ethics	3	0	3
REL	111	Eastern Religion	3	0	3
REL	112	Western Religion	3	0	3
REL	211	Introduction to Old Testament	3	0	3
REL	212	Introduction to New Testament	3	0	3
REL	221	Religion in America	3	0	3

Social/Behavioral Sciences for the A.A.S Degrees

			Lecture	Lab	Credit
ANT	210	General Anthropology	3	0	3
ANT	221	Comparative Culture	3	0	3
ANT	240	Archeology	3	0	3
ECO	251	Principles of Microeconomics	3	0	3
ECO	252	Principles of Macroeconomics	3	0	3
GEO	111	World Regional Geography	3	0	3
HIS	115	Introduction to Global History	3	0	3
HIS	121	Western Civilization I	3	0	3
HIS	122	Western Civilization II	3	0	3
HIS	131	American History I	3	0	3
HIS	132	American History II	3	0	3
POL	110	Introduction to Political Science	3	0	3
POL	120	American Government	3	0	3
POL	210	Comparative Government	3	0	3
POL	220	International Relations	3	0	3
PSY	150	General Psychology	3	0	3
PSY	237	Social Psychology	3	0	3
PSY	241	Developmental Psychology	3	0	3
PSY	281	Abnormal Psychology	3	0	3
SOC	210	Introduction to Sociology	3	0	3
SOC	213	Sociology of the Family	3	0	3
SOC	220	Social Problems	3	0	3
SOC	225	Social Diversity	3	0	3
SOC	240	Social Psychology	3	0	3